

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **HEALTH & HOUSING COMMITTEE** is at **6.30pm** on **THURSDAY, 17 JANUARY 2019** at the **TOWN HALL, CHURCH STREET, CLITHEROE.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee Members (Copy for information to all other Members of the Council)
Directors
Press

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 8 November 2018 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).

FOR DECISION

- ✓ 5. Revised Capital Programme 2018/19 – Report of Director of Resources – copy enclosed.
- ✓ 6. Revised Revenue Budget 2018/19 – Report of Director of Resources – copy enclosed.
- ✓ 7. Original Revenue Budget 2019/20 – Report of Director of Resources – copy enclosed.

- ✓ 8. Approve Adoption of Homelessness Strategy 2018-2021 – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 9. Setting a Maximum Value for Affordable Discount Sale Property – report of Director of Economic Development and Planning – copy enclosed.

FOR INFORMATION

- ✓ 10. Independent Review of Disabled Facilities Grants – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 11. LCC Housing with Care and Support Strategy 2018 – 2025 – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 12. Minutes of Health and Wellbeing Partnership Meeting held on 6 December 2018 - copy enclosed.
- 13. Reports of Representatives on Outside Bodies (if any).

Part II - items of business **not** to be discussed in public

FOR DECISION

NONE

FOR INFORMATION

- ✓ 14. General Report – Grants – report of Director of Economic Development and Planning – copy enclosed.
- ✓ 15. Affordable Housing Update – report of Director of Economic Development and Planning – copy enclosed.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

DECISION

Agenda Item No 5

meeting date: 17 JANUARY 2019
title: REVISED CAPITAL PROGRAMME 2018/19
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To approve the 2018/19 revised estimate for this Committee's capital programme.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities – to continue to be a well-managed council, providing efficient services based on identified customer needs.
- Other Considerations – none identified.

2 BACKGROUND

2.1 Two schemes for this Committee's original estimate capital programme, totalling £347,000, were approved by the Special Policy and Finance Committee and Full Council at their meetings in February 2018 and March 2018 respectively.

2.2 In addition to the original estimate budget, the following changes have been made so far in 2018/19:

- The Clitheroe Market Improvements scheme, totalling £175,000, was on hold in 2017/18 and the scheme budget was moved from the 2017/18 capital programme to the 2018/19 capital programme.
- There were three 2017/18 capital housing grants schemes that were not completed by 31 March 2018 and had unspent budget available at that date. The total unspent balance on these schemes, £341,430, is known as slippage. This slippage was transferred into the 2018/19 capital programme budget, after approval by this Committee in June 2018.
- Since approval of the original estimate budget for this Committee, the Disabled Facilities Grants (DFGs) funding for 2018/19 from Central Government has been confirmed as £320,991. The DFGs scheme budget was initially set at £297,000 on the basis that this would be changed to reflect the confirmed DFGs funding that was received. Therefore, the DFGs 2018/19 budget was increased by an additional approval of £23,990 to £320,990.

2.3 As a result of the above, the total approved budget for this Committee's capital programme of four schemes was £887,420. This is shown at Annex 1.

2.4 Regular reports have been presented to this Committee on progress with the capital programme.

3 REVISING THE 2018/19 CAPITAL PROGRAMME

3.1 We have now discussed each of the schemes in the capital programme with budget holders and revised the programme to reflect their progress and estimated full year expenditure. Following this review, the revised estimate is £747,930, a reduction of £139,490 from the total approved budget. The main reasons for this are:

- **Clitheroe Market Improvements (-£175,000):** This scheme remains on hold, awaiting the final plans for the Clitheroe Market Development scheme. As a result, there is expected to be no expenditure on the scheme in 2018/19. It is recommended that the £175,000 budget for this scheme is moved to the 2019/20 financial year and the 2018/19 revised estimate is nil.
- **Disabled Facilities Grants (+£35,510):** £35,505 extra DFGs funding for 2018/19 has been allocated to the Council directly from the MHCLG in December 2018, on top of the current yearly DFGs budget allocation. Thus, the revised estimate for DFGs is now £628,030, an increase of £35,510. The MHCLG have indicated that there is the possibility that the Council may be allocated further funding, but there is no confirmation of any further funding at this stage.

3.2 Annex 1 shows the full capital programme by scheme, including the budget and expenditure (including commitments) to date. The summary position is shown below.

Original Estimate 2018/19 £	Budget Moved from 2017/18 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Revised Estimate 2018/19 £	Budget Moved to 2019/20 £	Actual Expenditure and Commitments as at end of December 2018 £
347,000	175,000	341,430	23,990	887,420	747,930	175,000	498,718

3.3 At the end of December 2018 £498,718 had been spent or committed. This is 66.7% of the revised estimate capital budget for this Committee.

3.4 The main areas of underspend on the full year budget to date are:

- **Disabled Facilities Grants (-£160,172):** Committed expenditure of £467,858 at the end of December 2018 was based on twenty schemes approved prior to this financial year and sixty two schemes approved so far in 2018/19. In addition, five currently approved schemes may require additional approvals, there are nine grant applications in progress but not approved and there are also a further twenty three referrals awaiting an application to be taken. More referrals are also expected between now and the end of the financial year.

This is a significantly higher level of referrals and grants approved this year than in previous years and, based on latest projections, the current DFGs budget for 2018/19 cannot fund the estimated extra costs of all the current scheme additional approvals, grant applications in progress and referrals awaiting an application to be taken. Therefore, the grant approval process has been amended to ensure the total of grant approval commitments in-year is confined to the yearly DFGs budget available.

- **Landlord/Tenant Grants (-£85,092):** One scheme has been approved so far. The work is near to completion and payment is expected before financial year-end. The planning permission decision is still awaited on the one other potential scheme that is currently being considered by the Housing team, involving grants for six individual flats. If approved, this scheme would use up a significant amount of the remaining 2018/19 budget.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Approval of the revised capital programme will see a decrease of £139,490 in the level of financing resources needed in 2018/19 and £175,000 of capital financing resources will be moved into 2019/20.
- Technical, Environmental and Legal – None.
- Political – None.
- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and diversity issues are examined as part of the capital bid appraisal process.

5 CONCLUSION

5.1 The revised estimate for this Committee's capital programme is £747,930, which is a reduction of £139,490 from the previously approved capital budget.

5.2 The Clitheroe Market Improvements scheme remains on hold and it is recommended that the £175,000 budget is moved to 2019/20 at revised estimate stage.

5.3 At the end of December 2018 £498,718 had been spent or committed. This is 66.7% of the revised estimate capital budget for this Committee.

5.4 For Disabled Facilities Grants, there have been significantly higher levels of referrals and grants approved this year than in previous years. Therefore, the grant approval process has been amended to ensure the total of grant approval commitments in-year is confined to the yearly Disabled Facilities Grants budget available.

6 RECOMMENDED THAT COMMITTEE

6.1 Approve the 2018/19 revised estimate of £747,930 for this Committee's capital programme, as set out in Annex 1.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH1-19/AC/AC
4 January 2019

For further background information please ask for Andrew Cook.

BACKGROUND PAPERS – None

HEALTH AND HOUSING COMMITTEE – REVISED CAPITAL PROGRAMME 2018-19

Cost Centre	Scheme	Original Estimate 2018/19 £	Budget Moved from 2017/18 £	Slippage from 2017/18 £	Additional Approvals 2018/19 £	Total Approved Budget 2018/19 £	Revised Estimate 2018/19 £	Budget Moved to 2019/20 £	Actual Expenditure and Commitments as at end of December 2018 £
DISCP	Disabled Facilities Grants	297,000	0	271,530	23,990	592,520	628,030	0	467,858
LANGR	Landlord/Tenant Grants	50,000	0	49,020	0	99,020	99,020	0	13,928
CMIMP	Clitheroe Market Improvements	0	175,000	0	0	175,000	0	175,000	0
CWARM	Affordable Warmth – Capital Grants	0	0	20,880	0	20,880	20,880	0	16,932
	Total Health and Housing Committee	347,000	175,000	341,430	23,990	887,420	747,930	175,000	498,718

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 6

meeting date: 17 JANUARY 2019
title: REVISED REVENUE BUDGET 2018/19
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

1.1 To agree a revised revenue budget for 2018/19 for this committee.

2 BACKGROUND

2.1 The original estimate for this current financial year was set in March 2018.

2.2 As members will be aware, there can be numerous variations to the budget that come to our attention as the year progresses, particularly through the budget monitoring process.

2.3 At this time of year we revise the estimates for the current financial year in order to predict the likely outturn. In essence the Revised Estimate is the council's latest forecast for the outturn on the current financial year's budget. This also assists us in preparing the original estimate for the coming financial year.

2.4 At the time that the Original Estimate 2018/19 was set, the new Economic Development and Planning Department included only the new director's post, with all other departmental staff included under the previous departmental structure that was in place at that time.

2.5 Since then, the costs have been reallocated across the various departments, which are spread across the council's committee structure. This reallocation of costs across the new departmental structure was **cost neutral** and largely impacts the main departmental cost centres, but also impacts on individual services through the support service allocations.

3 REVISING THE ORIGINAL ESTIMATE

3.1 Since the budget was originally set we now have the benefit of information from the outturn position for 2017/18 and the variances that were experienced in that financial year. Furthermore, as we have been monitoring our budgets during the year we can also use this information to inform the revised budget process.

3.2 The original budget for 2018/19 initially allowed 2% for both pay and price increases.

3.3 After the detailed estimates had been prepared the national pay award was settled which increased the paybill nationally by 2.707% in 2018/19 and 2.802% in 2019/20 with substantial increases to the lower payscales.

3.4 This was obviously significantly higher than the 2% allowed for in the committee estimates and therefore we added a contingency to the budget of £75,000 in respect of the potential pay increases above 2%.

- 3.5 The general provision for price increases has proved reasonably accurate. The impact of the pay award for the Council is estimated to be approximately £45,000 over and above the 2% budgeted for. The balance on the contingency will be released to general fund balances.
- 3.6 Whilst our committee income and expenditure may increase or decrease at the revised estimate, items such as our budgeted core government funding and our council tax precept remain fixed. As a result, any compensating movement is within our earmarked reserves and general fund balances.
- 3.7 In addition to the use of data on past performance there have been detailed discussions with budget holders and heads of service on past service provision and future plans, playing an integral part in the budget setting process.
- 3.8 Furthermore, decisions and actions required as a result of committee meetings are incorporated in to the budget setting process, whilst financial implications would likely have already been identified as part of any committee decision.
- 3.9 As part of the setting of the revised estimate, this report is now presented to committee to seek comment and approval. Once approved by this committee, the revised estimate will be reported to Special Policy and Finance Committee.
- 3.10 The proposed revised estimate for this committee is now presented in the following section, with details of the movements that affect this revision being detailed at Annex 1. There are also details of the current actual position as at the end of November against the profiled Original Estimate and alongside the proposed Revised Estimate at Annex 2.

4 PROPOSED REVISED REVENUE BUDGET 2018/19

- 4.1 A comparison between the original and revised budgets for each cost centre is shown below, together with the associated movements in earmarked reserves.

Cost Centre and Description	Original Estimate 2018/19	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2018/19
APLAC: Alma Place Unit	680	270	-440	260	670	1,440
AWARM: Affordable Warmth	750	500	-500			750
CLAIR: Clean Air	2,910	-1,200		-100		1,610
CLAND: Contaminated Land	8,460			780		9,240
CLCEM: Clitheroe Cemetery	38,050	810	30	5,320		44,210
CLMKT: Clitheroe Market	-51,150	-720	750	3,720	880	-46,520
CMGHH: Community Groups - Health & Housing	46,300			-17,180		29,120

Cost Centre and Description	Original Estimate 2018/19	Movement in Expenditure	Movement in Income	Movement in Support Services	Movement in Capital Charges	Revised Estimate 2018/19
COMNL: Common Land	2,420			-130		2,290
CTBEN: Localised Council Tax Support Administration	116,610	280	23,510	11,890		152,290
DOGWD: Dog Warden & Pest Control	99,780	-1,120	4,110	5,380		108,150
ENVHT: Environmental Health Services	301,380	3,940	-5,600	29,710		329,430
HGBEN: Housing Benefits Administration	119,090	75,110	-110,420	10,210		93,990
HOMEE: Home Energy Conservation	13,720			-8,710		5,010
HOMES: Homelessness Strategy	81,630	-24,350	-710	-1,080		55,490
HSASS: Housing Associations	6,330			130		6,460
HSTRA: Housing Strategy	43,410	1,460	-30,000	6,540		21,410
IMPGR: Improvement Grants	84,790	90	-31,570	18,190		71,500
JARMS: Joiners Arms	22,340	9,240	-6,820	12,390	260	37,410
SHARE: Shared Ownership Rents	-1,250					-1,250
SUPPE: Supporting People	29,400	-130		-5,140		24,130
UCRED: Universal Credit	10,860		-2,020	2,080		10,920
Grand Total	976,510	64,180	-159,680	74,260	1,810	957,080
Associated Movements in Earmarked Reserves						
HGBAL/H339 Housing Related Grants Reserve	-17,960	-11,570	28,750	0	0	-780
CPBAL/H330 Capital Reserve	0	0	37,090	0	0	37,090
Net after Movements in Earmarked Reserves	958,550	52,610	-93,840	74,260	1,810	993,390

4.2 The difference between the revised and original estimate is a decrease in net expenditure of £19,430 or an increase in net expenditure of £34,840 after allowing for movements on earmarked reserves.

5 KEY MOVEMENTS FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE

5.1 Within the proposed Revised Estimate there are a number of substantial movements, and these are summarised in the table below. A more detailed analysis of the movements is provided at Annex 1.

Description	Variance - Original Estimate 2018/19 to DRAFT Revised Estimate 2018/19 £
<p>ALL cost centres - Support Services Net increase in Support Services recharges for the Health and Housing Committee overall, following the departmental restructure and the yearly re-assessment of costs to date and time allocations in all support services areas. <i>Note - One element of the net increase is increased recharges to the Improvement Grants cost centre for the costs of an additional part-time post to provide capacity to administer the increase in Disabled Facilities Grants applications. These costs were not included in the original estimate budget, but are covered by the increase in Disabled Facilities Grants administration fees income (see below).</i></p>	74,260
<p>HGBEN - Housing Benefits Rent Allowance subsidy receiveable from the Department for Work and Pensions is estimated to be £35,780 higher than Rent Allowance payments, after adjusting for recovery of housing benefits overpayments and non-cash transactions. The difference between subsidy receiveable and payments is £11,680 lower than budgeted for at original estimate stage in 2018/19.</p>	11,680
<p>HGBEN - Housing Benefits Additional income has been received in-year from the Department for Work and Pensions for various benefit changes and reforms the Council is required to implement in-year. This includes areas such as earnings and pensions verification, benefit cap changes, discretionary housing payments administration, transition to Universal Credit, self employed earnings review and fraud investigation. This additional income was not known about at original estimate stage.</p>	-16,670
<p>IMPGR - Improvement Grants Estimated increase in Disabled Facilities Grants administration fees to be received in 2018/19. This is due to the increased numbers and value of Disabled Facilities Grants completed in-year to date (because of an increase in Disabled Facilities Grants funding from central government) and the increase from 5% to 10% for the administration fee charged by the Council on most categories of grants. This increase was not included in the original estimate budget. <i>Note - Part of this additional income will cover the increased costs of the additional part-time post to provide capacity to administer the increase in grant applications (see above).</i></p>	-29,480

6 CONCLUSION

- 6.1 The difference between the revised and original estimate is an increase in net expenditure of £34,840 after allowing for transfers to and from earmarked reserves.

7 RISK ASSESSMENT

- 7.1 The approval of this report may have the following implications:

- Resources: approval of the revised estimate would see a decrease in net expenditure of £19,430 or an increase of £34,840 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified.
- Political: none identified.
- Reputation: sound financial planning safeguards the reputation of the Council.
- Equality and Diversity: Equality and diversity issues are considered in the provision of all Council services.

8 RECOMMENDED THAT COMMITTEE

- 8.1 Approve this committee's revenue revised estimate for 2018/19.

SENIOR ACCOUNTANT
HH2-19/AC/AC

DIRECTOR OF RESOURCES

4 January 2019

For further background information please ask for Andrew Cook
BACKGROUND PAPERS - None

HEALTH AND HOUSING COMMITTEE
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
APLAC: Alma Place Unit					
Premises related expenses - various Minor increases in service charges and utilities, offset by minor reduction in premises insurance.	270				270
Support services A minor increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Resources department.			260		260
Depreciation and impairment - depreciation Increase in the depreciation charges based on the valuation of the flat.				670	670
Customer and client receipts - dwelling rents Estimated increase in occupancy of the unit and lower level of arrears now estimated, compared to original estimate budget.		-440			-440
Total Alma Place Unit	270	-440	260	670	760
AWARM: Affordable Warmth					
Supplies and services - non-recurring purchases One-off purchase of equipment and other costs related to the "Heat and Eat" affordable warmth events in October 2018 - funded by contributions (see below).	500				500

HEALTH AND HOUSING COMMITTEE
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Other grants and contributions - contributions and donations Contribution from another local authority to fund the "Heat and Eat" events costs (see above).		-500			-500
Total Affordable Warmth	500	-500	0	0	0
CLAIR: Clean Air					
Supplies and services - analysts Savings on cost of Nox tubes purchased.	-80				-80
Supplies and services - consultants Annual air quality plan and revocation review now planned to be undertaken in-house (previously undertaken by an external consultant).	-1,120				-1,120
Support services A minor decrease following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Chief Executive's department.			-100		-100
Total Clean Air	-1,200	0	-100	0	-1,300
CLAND: Contaminated Land					
Support services Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Community Services department.			780		780
Total Contaminated Land	0	0	780	0	780

HEALTH AND HOUSING COMMITTEE
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
CLCEM: Clitheroe Cemetery					
Premises related expenses - repairs and maintenance Some repairs budget has been re-allocated to other Council sites.	-1,620				-1,620
Premises related expenses - emergency tree work Additional costs in-year for work on dangerous trees.	1,700				1,700
Premises related expenses - other Minor increases in estimated grave digging costs and business rates costs, offset by minor reductions in grounds maintenance on-costed wages and premises insurance costs.	120				120
Supplies and services - scanning costs Estimated additional costs of scanning all Cemetery records for back up and business continuity purposes.	900				900
Supplies and services - purchase of equipment and materials Mainly due to additional grave shoring equipment costs.	840				840
Supplies and services - trees, seeds, shrubs, plants and flowers Estimated minor reduction in spend on trees for landscaping and commemorative trees in-year.	-260				-260

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Supplies and services - plaques Estimated reduction in purchases of cemetery plaques for selling on to the public, based on costs for the year to date and recent years' trends - reflected in reduced cemetery plaques income (see below).	-870				-870
Support services - grounds maintenance Estimated increased recharge costs from the grounds maintenance team.			540		540
Support services Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Resources departments.			4,780		4,780
Customer and client receipts - rechargeable works Additional income in-year from a health and safety review for another local cemetery.		-250			-250
Customer and client receipts - interment fees Estimated minor decrease in interments income in-year, based on interments income for the year to date and recent years' trends.		360			360
Customer and client receipts - monuments Estimated increase in monuments rights income in-year, based on monuments rights income for the year to date and recent years' trends.		-990			-990

HEALTH AND HOUSING COMMITTEE
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Customer and client receipts - cemetery plaques Estimated decrease in cemetery plaques income in-year, based on income for the year to date and recent years' trends - reflected in reduced plaques costs (see above).		870			870
Customer and client receipts - exclusive burial rights Estimated minor increase in exclusive burial rights income in-year, based on exclusive burial rights income for the year to date and recent years' trends.		-180			-180
Customer and client receipts - Other Estimated minor decrease in receipts for removing/re-fixing headstones, offset against minor increases in transfer of grave deed income and rental income.		220			220
Total Clitheroe Cemetery	810	30	5,320	0	6,160
CLMKT: Clitheroe Market					
Premises related expenses - electricity Estimated reduction in electricity usage, based on review of usage and costs to date in-year.	-1,130				-1,130
Premises related expenses - other Minor reductions in business rates, cleaning materials and premises insurance, offset by minor increases in estimated sewerage supply charges and window cleaning costs.	-540				-540

**HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19**

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Supplies and services - publicity Increased advertising, publicity and event related costs for the Christmas market and other specialist market events staged in-year. These additional costs are covered by increased special events fees (see below).	950				950
Support services - refuse collection Increased refuse collection recharge.			420		420
Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Resources departments.			3,300		3,300
Depreciation and impairment - depreciation Increase in the depreciation charges based on the valuation of the market site and market cafe.				880	880
Customer and client receipts - market café The lease is being held over, whilst awaiting the market re-development, and therefore no rent increase has been applied to the café in-year.		210			210
Customer and client receipts - cabins Estimated increase in cabins income in-year, based on cabins occupancy levels and income for the year to date and recent years' trends.		-800			-800

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Customer and client receipts - stalls Estimated reduction in stalls income based on reduced stalls occupancy, from both the trends in recent years and a larger drop in 2018/19 to date.		2,510			2,510
Customer and client receipts - pitches and other Estimated increase in pitches income in-year, based on pitches income for the year to date and recent years' trends.		-370			-370
Customer and client receipts - special events fees Additional income from the Christmas markets and other specialist market events staged in 2018/19.		-1,170			-1,170
Miscellaneous recharges - market office recharge to CCTV Estimated minor reduction in the recharge to the CCTV cost centre budget for use of the market office.		370			370
Total Clitheroe Market	-720	750	3,720	880	4,630
CMGHH: Community Groups - Health & Housing					
Support services Reduction following the departmental restructure and the yearly re-assessment of costs, but largely as a result of a decrease in time charged to this service area, with more time being directed toward economic development.			-17,180		-17,180
Total Community Groups - Health & Housing	0	0	-17,180	0	-17,180

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
COMNL: Common Land					
Support services A minor decrease following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Chief Executive's department.			-130		-130
Total Common Land	0	0	-130	0	-130
CTBEN: Localised Council Tax Support Admin					
Supplies and services - various Minor increase in equipment purchases, offset by minor reduction in mobile phone costs.	40				40
Council Tax Rebates Following the introduction of Local Council Tax Support (LCTS), the Council is still required to make some payments of Council Tax benefit. This expenditure would previously have been fully reimbursed by central government Council Tax Rebate subsidy. However, it is now a cost that has to be borne by the Council. This is the estimated cost for 2018/19, based on payments in-year to date.	240				240
Support services Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the ICT Services and Resources departments.			11,890		11,890

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Government grants - Housing Benefit & CT Benefit Admin Grant</p> <p>The original estimate budget was based on the Housing Benefits administration grant income and the Local Council Tax Support Administration grant income (both from central government) being pooled together and then split equally across both the Housing Benefits and Local Council Tax Support cost centres. Going forwards, only the specific administration grant income for Local Council Tax Support Administration will be allocated to the Local Council Tax Support cost centre, so the administration income for this service is matched against the expenditure for this service. This significant income reduction on this cost centre is broadly reflected by a significant income increase on the Housing Benefits cost centre (see HGBEN).</p>		26,030			26,030
<p>Overpayments of Council Tax Benefit income</p> <p>Following the introduction of LCTS, previous years' overpayments of Council Tax Rebate benefit recovered by the Council in-year are now retained by the Council. This is the estimated amount to be retained in 2018/19, based on amounts recovered in-year to date.</p>		-2,520			-2,520
Total Localised Council Tax Support Admin	280	23,510	11,890	0	35,680

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
DOGWD: Dog Warden & Pest Control					
Premises related expenses - repairs and maintenance on-costed wages Estimated reduction on staff cover costs for dog bin emptying and replacement bins work, based on spend to date in-year.	-820				-820
Transport related expenses - various Minor reductions in diesel and vehicle insurance costs, offset by minor increases in vehicle repairs, tyres and road fund licence costs.	-400				-400
Third party payments - other contract payments Use of an external pest control service on a pest control job.	100				100
Support services - grounds maintenance and depot Estimated increased recharge costs from the grounds maintenance team and Salthill depot.			2,250		2,250
Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Community Services and Resources departments. Note - The net increase includes a decrease in recharges from the Chief Executive's department, which is mainly due to a part-time pest control officer vacancy. Pest control income has been reduced to reflect this (see below).			3,130		3,130

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Customer and client receipts - wasps nests treatment and domestic rodent pest treatment Reduced income estimated for the year, based on a lower level of service provision for the year than included in the original estimate budget, in the context of there being a part-time pest control officer vacancy - Chief Executive's department recharges have been reduced to reflect this (see above).		4,930			4,930
Customer and client receipts - commercial pest control Minor income increase estimated for the year, based on additional income received in-year to date.		-250			-250
Customer and client receipts - public space protection orders fixed penalty notices Increased income estimated for the year, based on dog control related fixed penalty notices income received in-year to date.		-410			-410
Other grants and contributions - various Minor income increases for parish dog bin emptying, pest control work at other Council sites and dog control work, offset against the removal of the minor stray dog charge budget.		-160			-160
Total Dog Warden & Pest Control	-1,120	4,110	5,380	0	8,370
ENVHT: Environmental Health Services					
Employee related expenses - other training expenses One-off training on use of the FLARE administration IT system.	1,200				1,200

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Supplies and services - non-recurring purchases Planned one-off purchases in-year to help improve service efficiency: - Frequency analyser, to be used with the noise monitor to enable improved evidence to be collected to allow proper enforcement of nuisance noise legislation. - IT equipment purchase to facilitate an on-line link to DVLA records to speed up identifying vehicle owners for abandoned vehicles and fly tipping work.</p>	1,500				1,500
<p>Supplies and services - subscriptions Additional yearly subscription to an environmental health training and technical support provider.</p>	1,010				1,010
<p>Supplies and services - other Estimated minor increases in equipment purchases and private water samples costs, offset by minor reductions in estimated printer/photocopier costs and software maintenance costs.</p>	230				230
<p>Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Resources departments</p>			29,710		29,710
<p>Customer and client receipts - environmental protection registration fees Mainly due to additional income from registration of a new Part B process in-year.</p>		-1,200			-1,200

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Customer and client receipts - private water samples Less private water sampling and risk assessments undertaken in-year and therefore less income expected due to: - a vacant post in Environmental Health between April and July 2018 resulting in re-delegation of workloads away from sampling and risk assessments; and - all private water supplies then being reclassified under the amended private water supply regulations before planned re-commencement of sampling and risk assessments in early 2019.</p>		2,110			2,110
<p>Customer and client receipts - litter fixed penalty notices Increased income estimated for the year, based on litter fixed penalty notices income received in-year to date.</p>		-560			-560
<p>Customer and client receipts - animal welfare licences, street trading licences and caravan site licences Increase in licences income, when compared to the original estimate budget, with the main increases being from new home boarding animal licences and additional street trading licences.</p>		-2,120			-2,120

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Customer and client receipts - Houses of Multiple Occupancy licences Additional income from the issue of four new Houses of Multiple Occupancy (HMOs) 5-year licences in-year.		-2,850			-2,850
Customer and client receipts - registration fees Estimated minor increase in one-off tattooing and acupuncture registration fees, offset by an estimated decrease in electrolysis registration fees.		-420			-420
Customer and client receipts - other Additional one-off income from food hygiene re-score inspections and one immigration inspection.		-560			-560
Total Environmental Health Services	3,940	-5,600	29,710	0	28,050
HGBEN: Housing Benefits Administration					
Supplies and services - non-recurring purchases Additional in-year spend on updating the benefits IT system for Local Authority data sharing, which is funded by additional DWP funding in-year (see below).	11,320				11,320
Supplies and services - bank charges Bank charges no longer charged into the Housing Benefits cost centre, so the budget has been removed.	-760				-760
Supplies and services - other Minor increase in equipment purchases, offset by minor reduction in mobile phone costs.	40				40

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the ICT Services and Resources departments.</p>			10,210		10,210
<p>Transfer payments - rent allowance benefit payments Rent Allowance payments are estimated to be slightly higher (1.1%) than budgeted for at original estimate stage, after adjusting for recovery of benefits overpayments and non-cash transactions. This is mainly due to changing levels of caseloads, which vary week to week. Higher payments for the year as a whole are broadly reflected in more DWP Rent Allowance subsidy grant income received for the year (see below), subject to changes in other factors such as the level of benefits overpayments estimated.</p>	70,490				70,490
<p>Transfer payments - non-HRA rent rebate benefit payments Estimated increase in payments to claimants, based on rent rebate payments made for the year to date. Increased costs in-year are broadly reflected by increased DWP subsidy grant income and MHCLG flexible homelessness support grant (see below).</p>	3,370				3,370

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Transfer payments - discretionary housing payments Estimated reduction in the discretionary housing payments the Council will pay to some claimants, based on the reduction in grant funding from the DWP in-year to support discretionary housing payments (see below).</p>	-9,350				-9,350
<p>Government grants - DWP rent allowance subsidy Rent Allowance subsidy grant income is estimated to be slightly higher (0.9%) than budgeted for at original estimate stage. This broadly reflects the increase in Rent Allowance payments estimated for the year (see above), subject to changes in other factors such as the level of benefits overpayments estimated.</p>		-58,810			-58,810
<p>Government grants - DWP non-HRA rent rebate subsidy Estimated increase in rent rebate subsidy grant income which reflects the increase in rent rebates paid out in-year, based on the payments made for the year to date (see above).</p>		-7,620			-7,620

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Government grants - MHCLG Flexible Homelessness Support Grant Reduction in the estimate of Flexible Homelessness Support grant received from MHCLG which will be required to be allocated to Housing Benefits to cover rent rebate subsidy not received from the DWP for rent paid on behalf of claimants in temporary accommodation which is above the Local Housing Allowance level.</p>		3,810			3,810
<p>Government grants - Housing Benefit & CT Benefit Admin Grant The original estimate budget was based on the Housing Benefits administration grant income and the Local Council Tax Support Administration grant income (both from central government) being pooled together and then split equally across both the Housing Benefits and Local Council Tax Support cost centres. Going forwards, only the specific administration grant income for Housing Benefits will be allocated to the Housing Benefits cost centre, so the administration income for this service is matched against the expenditure for this service. This significant income increase on this cost centre is broadly reflected by a significant income decrease on the Local Council Tax Support cost centre (see CTBEN).</p>		-29,150			-29,150

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Government grants - DWP discretionary housing payments grant Reduced discretionary housing payments grant funding from DWP in-year - this grant income will broadly cover the estimated costs of additional discretionary housing payments made in-year (see above).</p>		9,340			9,340
<p>Government grants - DWP LA Data Sharing IT costs funding Additional DWP funding provided in-year to cover the costs of updating the benefits IT system for Local Authority data sharing (see above).</p>		-11,320			-11,320
<p>Government grants - DWP new burdens RTI bulk data matching DWP confirmed that RTI Bulk Data matching funding, which was included in the original estimate budget, has been ended and is now replaced by the Verify Earnings and Pensions (VEPs) Alerts funding in 2018/19 (see below).</p>		2,100			2,100
<p>Government grants - DWP VEP alerts service funding This is additional funding received in-year from the DWP to reflect the burden on the Council of administering the new Verify Earnings and Pensions Alerts (VEP) service in-year. The Council had not been notified of this funding at original estimate budget stage.</p>		-7,160			-7,160

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Government grants - DWP discretionary housing payments administration funding Additional DWP funding received in-year to reflect the additional burden on the Council of administering discretionary housing payments. The Council had not been notified of this funding at original estimate budget stage.</p>		-3,860			-3,860
<p>Government grants - DWP implementing the benefit cap funding Additional DWP funding received in-year to reflect the additional burden on the Council of implementing the benefit cap. The Council had not been notified of this funding at original estimate budget stage.</p>		-1,010			-1,010
<p>Government grants - DWP new burdens transition to Universal Credit housing payments This is additional funding received in-year from the DWP to reflect the burden on the Council of transitioning to Universal Credit housing payments and removing temporary accommodation from Universal Credit in-year. The Council had not been notified of this funding at original estimate budget stage.</p>		-2,920			-2,920

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Government grants - DWP self employed earnings review This is additional funding received in-year from the DWP to reflect the burden on the Council of being involved in the self employed earnings review in-year. The Council had not been notified of this funding at original estimate budget stage.</p>		-2,470			-2,470
<p>Government grants - DWP other additional funding Additional funding in-year from the DWP for various benefit changes and reforms the Council is required to implement, these being migrants access to grants, performance review programme participation, SFIS fraud investigation, pension AIP reform, reducing temporary absence outside the UK and limiting support to two children. This funding was not included in the original estimate budget.</p>		-1,350			-1,350
Total Housing Benefits Administration	75,110	-110,420	10,210	0	-25,100
HOME: Home Energy Conservation					
<p>Support services Reduction following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's and Economic Development and Planning departments.</p>			-8,710		-8,710
Total Home Energy Conservation	0	0	-8,710	0	-8,710

HEALTH AND HOUSING COMMITTEE
 VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
HOMES: Homelessness Strategy					
Employee related expenses - other training expenses Minor increase to fund Homelessness Reduction Act training.	70				70
Premises related expenses - temporary accommodation Significant increase in estimated temporary accommodation costs in the last twelve months due to an increase in the number and complexity of homelessness cases and the additional requirements under the new Homelessness Reduction Act. Increased 2018/19 costs will be funded by the Flexible Homelessness Support Grant (see below).	7,060				7,060
Supplies and services - non-recurring purchases This budget was initially set up for any non-recurring purchases arising from receipt of Flexible Homelessness Support Grant and Homelessness Reduction Act funding in 2018/19. All estimated in-year spend is now allocated to specific codes.	-34,370				-34,370

HEALTH AND HOUSING COMMITTEE
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Supplies and services - software maintenance A new database has been acquired to comply with the administration and management information requirements specified under the new Homelessness Reduction Act. The database annual support costs are £8,000 per year, which is £6,300 higher than the previous database used. The £6,300 additional 2018/19 costs for the new database are funded from Homelessness Reduction Act new burdens funding received in both 2017/18 and 2018/19.</p>	6,210				6,210
<p>Third party payments - other contract payments Two reasons for this reduction: - The Pennine Lancashire Mental Health and Housing Project (PLMHHP) has ended, so the Council's planned contribution of £2,160 was not needed. In addition, a £1,160 refund was paid to the Council as its share of the scheme's underspends when it ended. - The annual payment to Homewise for Home Improvement Agency services has been confirmed as a grant payment in 2018, so the budget has been transferred from this budget code to the "Grants to Voluntary, Community and Social Enterprise Organisations" transfer payments budget code (see below).</p>	-8,860				-8,860

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Transfer payments - grants to voluntary, community and social enterprise organisations The annual payment to Homewise for Home Improvement Agency services has been confirmed as a grant payment in 2018 rather than as a service provided under a service level agreement, so it has been transferred to this budget code from the "Other Contract Payments" third party payments budget code (see above).</p>	5,540				5,540
<p>Support services Net reduction following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main decrease being in the Economic Development and Planning department.</p>			-1,080		-1,080
<p>Government grants - MHCLG Flexible Homelessness Support Grant Estimated increase in the Flexible Homelessness Support Grant received in-year that will be used in-year for Homelessness Strategy issues (see temporary accommodation above) or will remain unspent at year-end. The unspent grant at year-end will be set aside in the Capital Reserve, to support future capital expenditure.</p>		-710			-710
Total Homelessness Strategy	-24,350	-710	-1,080	0	-26,140
HSASS: Housing Associations					

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Support services A minor net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increase being in the Chief Executive's department.			130		130
Total Housing Associations	0	0	130	0	130
HSTRA: Housing Strategy					
Supplies and services - purchases One-off travel costs to review affordable housing sites.	170				170
Supplies and services - consultants Self build development advice provided to the Council - funded by the Custom and Self Build grant received in-year (see below).	1,250				1,250
Third party payments - other contract payments Minor increase in the annual waiting list administration contract payments.	40				40
Support services Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Economic Development and Planning departments.			6,540		6,540

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Government grants - MHCLG - Custom & Self Build Grant Custom and Self Build new burdens funding expected in-year as a result of the requirement for the Council to maintain a self build and custom house register and give suitable development permissions. Note - unspent amounts at year-end are to be set aside in the Custom and Self Build earmarked reserve.		-30,000			-30,000
Total Housing Strategy	1,460	-30,000	6,540	0	-22,000
IMPGR: Improvement Grants					
Supplies and services - printing and stationery One-off purchase of claim forms.	90				90

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
<p>Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's, Economic Development and Planning and Resources departments. Note - A significant element of the increases from the Chief Executive's and Economic Development and Planning departments will be the increased costs from the additional part-time post approved in 2018 to provide capacity to administer the increase in grant applications. These costs were not included in the original estimate budget. The costs will be covered by the increase in Disabled Facilities Grants administration charges in-year (see below).</p>			18,190		18,190
<p>Customer and client receipts - admin charge - Disabled Facilities Grants Due to the increased numbers and value of Disabled Facilities Grants schemes completed in-year to date given an increase in Disabled Facilities Grants funding from central government and the increase from 5% to 10% for the administration fee charged by the Council on most categories of grants. This increase was not included in the original estimate budget. Part of the additional income will cover the increased costs of the additional part-time post approved to provide capacity to administer the increase in grant applications (see above).</p>		-29,480			-29,480

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Customer and client receipts - admin charge - Improvement Grants Fewer Landlord/Tenant Grants schemes estimated to be completed in-year than originally planned for means an expected decrease in admin charge income.		1,710			1,710
Other income - improvement grants Repayment of a capital-related equity release grant, which must be initially accounted for within the revenue budget but then set aside in the Capital earmarked reserve at year-end.		-3,800			-3,800
Total Improvement Grants	90	-31,570	18,190	0	-13,290
JARMS: Joiners Arms					
Employee related expenses - scheme warden and temporary staff costs Increases in scheme warden salary, national insurance and superannuation costs and temporary staff, lump sum superannuation and employee insurance costs, offset by a reduction in scheme warden overtime costs.	930				930
Premises related expenses - repairs and maintenance Mainly due to additional costs for roof repairs and replacement heaters. Flexible Homelessness Support Grant income has been used to fund the additional roof repairs costs (see below).	5,800				5,800

HEALTH AND HOUSING COMMITTEE
VARIANCES FROM ORIGINAL ESTIMATE TO REVISED ESTIMATE 2018/19

ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Premises related expenses - electricity Occupancy and energy usage has been higher than originally budgeted for.	2,620				2,620
Premises related expenses - other Estimated minor reduction in premises insurance costs, offset by estimated minor increases in business rates and window cleaning costs.	-120				-120
Supplies and services - rental Minor increase in sanitary disposal unit costs.	10				10
Support services Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's, Economic Development and Planning and Resources departments. Note - Part of the increases from the Chief Executive's and Economic Development and Planning departments will be due to re-allocation of some Housing staff time from the Homelessness Strategy, Home Energy Conservation and Supporting People cost centres to the Joiners Arms cost centre to reflect the time input on Joiners Arms issues.			12,390		12,390
Depreciation and impairment - depreciation Minor increase in the depreciation charges based on the valuation of the property.				260	260

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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Government grants - MHCLG Flexible Homelessness Support Grant Some of the Flexible Homelessness Support Grant received in-year has been used to fund the additional roof repairs work at the Joiners Arms (see above).		-3,100			-3,100
Customer and client receipts - dwelling rents Estimated increase in rent and service charge income, based on the levels of rent income and occupancy at Joiners Arms in-year to date.		-2,810			-2,810
Customer and client receipts - other Estimated increased income of £870 from electric cards and £40 additional income from non-refunded key deposits in-year.		-910			-910
Total Joiners Arms	9,240	-6,820	12,390	260	15,070
SHARE: Shared Ownership Rents					
NO CHANGES			0		0
Total Shared Ownership Rents	0	0	0	0	0
SUPPE: Supporting People					
Transfer payments - grants to other bodies Minor reduction in contribution paid to the Lancashire victim support project.	-130				-130

HEALTH AND HOUSING COMMITTEE
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
Support services Reduction following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's and Economic Development and Planning departments.			-5,140		-5,140
Total Supporting People	-130	0	-5,140	0	-5,270
UCRED: Universal Credit					
Support services Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Resources department.			2,080		2,080
Government grants - DWP Universal Credit Service funding Actual Universal Credit new burdens service funding received from central government is higher than estimated in the original estimate budget. The Council had not been notified of the yearly funding allocation at original estimate budget stage.		-2,020			-2,020
Total Universal Credit	0	-2,020	2,080	0	60
Committee Movements - Subtotal	64,180	-159,680	74,260	1,810	-19,430

HEALTH AND HOUSING COMMITTEE
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ANNEX 1

	MOVEMENT IN EXPENDITURE £	MOVEMENT IN INCOME £	MOVEMENT IN SUPPORT SERVICES £	MOVEMENT IN CAPITAL £	TOTAL MOVEMENT £
MOVEMENT IN EARMARKED RESERVES					
<p>HGBAL/H339: Housing Related Grants Reserve Additional funds set aside from previous years are now planned to be released at year-end to cover estimated 2018/19 spend, as follows:</p> <ul style="list-style-type: none"> - Transfer from Flexible Homelessness Support Grant reserve to fund homelessness related expenditure in-year, - £9,390. - Transfer from Homelessness Reduction Act funding reserve to help fund Homelessness database expenditure in-year, -£2,180. <p>Additional funds to be received are now planned to be set aside at 2018/19 year-end to support relevant expenditure in future years, as follows:</p> <ul style="list-style-type: none"> - Custom and Self Build funding unspent in 2018/19, +£28,750 	-11,570	28,750			17,180
<p>CPBAL/H330: Capital Reserve Additional funds to be received are now planned to be set aside at 2018/19 year-end to support relevant expenditure in future years, as follows:</p> <ul style="list-style-type: none"> - Flexible Homelessness Support Grant unspent in 2018/19 set aside to fund Joiners Arms Roof Renewal capital scheme, +£33,290 - Repayment of a capital-related equity release grant received in-year, +£3,800. 		37,090			37,090
Total Movement in Earmarked Reserves	-11,570	65,840	0	0	54,270
Total Committee Movements	52,610	-93,840	74,260	1,810	34,840

ACTUAL TO DATE WITH ORIGINAL ESTIMATE AND PROPOSED REVISED ESTIMATE

Cost Centre	Description	Original Estimate to end of November	Actual and Commitments to end of November	Full Year Original Estimate	Proposed Revised Estimate
APLAC	Alma Place Unit	-350	-1,046	680	1,440
AWARM	Affordable Warmth	502	437	750	750
CLAIR	Clean Air	386	658	2,910	1,610
CLAND	Contaminated Land	0	0	8,460	9,240
CLCEM	Clitheroe Cemetery	199	-5,230	38,050	44,210
CLMKT	Clitheroe Market	-98,134	-102,865	-51,150	-46,520
CMGHH	Community Groups - Health & Housing	0	0	46,300	29,120
COMNL	Common Land	442	42	2,420	2,290
CTBEN	Localised Council Tax Support Administration	-26,684	-30,110	116,610	152,290
DOGWD	Dog Warden & Pest Control	8,938	7,125	99,780	108,150
ENVHT	Environmental Health Services	-14,842	-17,645	301,380	329,430
HGBEN	Housing Benefits Administration	213,279	243,567	119,090	93,990
HOMEE	Home Energy Conservation	278	0	13,720	5,010
HOMES	Homelessness Strategy	-7,840	-24,876	81,630	55,490
HSASS	Housing Associations	0	0	6,330	6,460
HSTRA	Housing Strategy	6,066	7,239	43,410	21,410
IMPGR	Improvement Grants	-4,712	-29,766	84,790	71,500
JARMS	Joiners Arms	9,352	8,540	22,340	37,410
SHARE	Shared Ownership Rents	-1,250	-1,252	-1,250	-1,250
SUPPE	Supporting People	17,410	19,915	29,400	24,130
UCRED	Universal Credit	-10,240	-12,259	10,860	10,920
Committee Subtotal		92,800	62,474	976,510	957,080
Transfers to / from(-) Earmarked Reserves					
HGBAL/ H339	Housing Related Grants Reserve	-17,710	-22,515	-17,960	-780
CPBAL/ H330	Capital Reserve	0	24,656	0	37,090
Subtotal Earmarked Reserves		-17,710	2,141	-17,960	36,310
Committee Total after Transfers to / from(-) Earmarked Reserves		75,090	64,615	958,550	993,390

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

Agenda Item No 7

meeting date: 17 JANUARY 2019
title: ORIGINAL REVENUE BUDGET 2019/20
submitted by: DIRECTOR OF RESOURCES
principal author: ANDREW COOK

1 PURPOSE

- 1.1 To agree the draft revenue budget for 2019/20, for consideration at Special Policy and Finance Committee.

2 BACKGROUND - COUNCIL'S OVERALL FINANCIAL POSITION

- 2.1 In September we updated the Council's four year Budget Forecast which predicted budget gaps as follows: £101k in 2019/20, £225k in 2020/21, £426k in 2021/22.
- 2.2 2019/20 is the final year of the multi-year grant settlement which we signed up to and as such we would not expect our allocations to change from those previously announced. You may recall we were anticipating negative Revenue Support Grant (RSG) for 2019/20 of £108,866.
- 2.3 In October the Government consulted on proposals to eliminate negative RSG. We were advised at the same time that the New Homes Bonus (NHB) threshold may increase from its current national level of 0.4% which would reduce the amount of NHB we would receive.
- 2.4 In addition this Council along with 14 other authorities in Lancashire submitted a bid to be a Pilot for 75% Business Rate Retention.
- 2.5 None of these potential changes were included in the September budget forecast.

3 2019/20 PROVISIONAL LOCAL GOVERNMENT SETTLEMENT

- 3.1 On 13 December 2018 the Government announced the provisional finance settlement. The announcement had been delayed by a week due to the BREXIT debate.
- 3.2 The headlines for Ribble Valley are:
- Negative RSG has been eliminated gaining us £109k.
 - Rural Services Delivery Grant has been increased back to the same level as 2018/19 gaining us £21k.
 - NHB threshold remains at 0.4%.

- Our Business Rates Pilot bid has been successful. How much we gain from this will depend on our actual Business Rate growth in 2019/20 but estimates suggest this could be in the region of £400k. Some of this will be set aside to fund losses and also to fund Lancashire wide strategic economic growth projects.
- The Government are returning to local authorities the levy account surplus. Ribble Valley will gain by £20k.

3.3 The Government also announced consultations on the future of Business Rate Retention and the Fair Funding Review which may have a significant impact on our financial position beyond 2019/20. These will be considered by the Budget Working Group.

3.4 In summary the 2019/20 provisional settlement has improved the council's financial position compared with the budget forecast in September.

4 BUDGET PROCESS

4.1 Presented to committee for decision in November were the proposed fees and charges for 2019/20. The consequential impact of these approved fees and charges have been incorporated in to the service budgets shown within this report.

4.2 Following a great deal of in-depth service analysis and meetings with regard to this committee's budgets by the council's accountants, budget holders, heads of service and management team, a proposed draft budget is now presented to members. This budget is agreed as that which best reflects the services of this committee for the next financial year.

4.3 When all committees have approved their detailed estimates the overall position will be considered by Budget Working Group.

4.4 The Budget Working Group will then make recommendations in order to produce a balanced budget for consideration at the Special meeting of Policy and Finance Committee. The final budget report will then be presented to Full Council, at which point the Council Tax for 2019/20 will also be approved.

5 2019/20 DRAFT REVENUE BUDGET

5.1 As far as your budget is concerned, the estimates have been prepared on the current levels of service, and they allow for pay increases at 3% and price increases at 2%.

5.2 Within this report the budgets are shown in the same manner in which they are reviewed. Each cost centre within the report is shown individually. Behind each cost centre is a great deal more subjective level detailed budgets, but for the purposes of this report they are summarised in to the standard local government CIPFA Service Reporting Code of Practice basis:

- **Employee Related:** this group includes the cost of employees, both direct and indirect to the council.

- **Premises Related:** this group includes expenses directly related to the running of premises and land.
- **Transport Related:** this group includes all costs associated with the provision, hire or use of transport, including travelling allowances.
- **Supplies and Services:** this group includes all direct supplies and service expenses to the council.
- **Third Party Payments:** a third party payment is a payment to an external provider which is operating independently, in return for the provision of a service.
- **Transfer Payments:** this includes the cost of payments to individuals or organisations for which no goods or services are received in return by the local authority. A key item here would be the payment of housing benefits.
- **Support Services:** charges for services that support the provision of services to the public. At this council the main support service cost is the support from staff based at the council offices building and the building's associated cost.
- **Depreciation and Impairment:** this is the revenue impact of capital items shown in the service revenue accounts of the council.
- **Income:** this includes income from fees and charges, grants, donations and contributions. Also shown here is the associated 'income' to a support service from the redistribution of its costs to those providing services to the public.

5.3 As you will see, the draft proposed budget for 2019/20 for each service area is also built up looking at a number of stages. The starting point is the base budget, being the Original Estimate for the current financial year. A summary of the various elements is given below:

- **Original Estimate 2018/19:** This represents the base budget for the council and assumes no change in service level from that set for the previous year's original estimate.
- **Savings:** Here any savings or additional income that is identified from past service experience or trends would be brought in to the budget to adjust the base budget.
- **Inflation at 3% Pay and 2% Other:** The budget forecast allows for inflation on pay at 3% and prices at 2% (with some exceptions such as grants). This is where that general allowance for inflation is brought in to the individual budget areas. This is the second year of a two year pay award that has already been settled.
- **Variation to Standard Budgeted Inflation %:** Inevitably, as we undertake detailed work on the budget it becomes evident that there are some items of income or spend that experience a greater or lower level of inflation. This is where we adjusted for those differing levels of inflation. An example is energy costs.
- **Unavoidable Changes to Service Costs:** This relates to changes to a service, for example where costs are demand driven.
- **Support Services:** Any changes that relate to the recharging of support service costs are included in this column.
- **Capital:** Any changes relating to depreciation and impairment are included in this column.

- **DRAFT Original Estimate 2019/20:** The final column is the total of all preceding columns and is constructed from the base budget and any necessary changes to the base that are needed. If approved this will then form the base budget in next year's budget process.

5.4 Detailed in the following section of the report are the individual budget areas under this committee. Shown are the movements from the 2018/19 Original Estimate, to the DRAFT Original Estimate for 2019/20. Comments are also provided on the main variances.

6 COMMITTEE SERVICE ESTIMATES

6.1 **Cost Centre and Description** APLAC: Alma Place Unit

A one-bedroom property providing move-on accommodation for people previously supported in other homelessness accommodation.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	1,700		20		250			1,970
Supplies & Services	580		10					590
Support Services	700		0			300		1,000
Depreciation and Impairment	530		0				670	1,200
Total Expenditure	3,510	0	30	0	250	300	670	4,760
Customer & Client Receipts	-2,830		-60	60	-110			-2,940
Total Income	-2,830	0	-60	60	-110	0	0	-2,940
Net Expenditure	680	0	-30	60	140	300	670	1,820

6.2 **Cost Centre and Description** AWARM: Affordable Warmth

Services available to help vulnerable residents stay warm in winter – the services available are dependent on grant provided by Lancashire County Council.

Note - This is an estimate of affordable warmth grant funding that will be unspent at the end of 2018/19 and will be rolled forward into 2019/20 to be spent on services such as home safety/energy efficiency checks and fuel top up grants.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Third Party Payments	600		10		-510			100
Transfer Payments	150		0					150
Total Expenditure	750	0	10	0	-510	0	0	250
Net Expenditure	750	0	10	0	-510	0	0	250
Associated Movement in Earmarked Reserves	-750		-20		520			-250
Net After Earmarked Reserves	0	0	-10	0	10	0	0	0

6.3 **Cost Centre and Description** CLAIR: Clean Air

The Council is required to undertake periodic screening and assessments of local air quality. To meet the requirements, the Council undertakes local air quality monitoring, including localised monitoring of NOx on Whalley Road, Clitheroe, associated with traffic congestion.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	1,700	-1,200	10					510
Support Services	1,210		0			110		1,320
Total Expenditure	2,910	-1,200	10	0	0	110	0	1,830
Net Expenditure	2,910	-1,200	10	0	0	110	0	1,830

CLAIR: Clean Air

Commentary on Substantial Budget Changes

Supplies & Services - savings, -£1,200

The main reason is that the annual air quality plan and revocation review is now planned to be undertaken in-house. This will save £1,120 because it was previously undertaken by an external consultant. In addition, there is an estimated £80 saving on NOx tubes purchased.

6.4 **Cost Centre and Description** CLAND: Contaminated Land

The authority has a statutory duty under Part IIA of the Environmental Protection Act 1990 to produce a contaminated land strategy, setting out how it intends to identify and subsequently see remedied any land in its area that is considered to be contaminated.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Support Services	8,460		0			1,600		10,060
Total Expenditure	8,460	0	0	0	0	1,600	0	10,060
Net Expenditure	8,460	0	0	0	0	1,600	0	10,060

CLAND: Contaminated Land

Commentary on Substantial Budget Changes

Support Services, +£1,600

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Community Services department.

6.5 **Cost Centre and Description** CLCEM: Clitheroe Cemetery

The Council provides a municipal cemetery service at Clitheroe Cemetery, primarily for the residents of Ribble Valley. This includes traditional burials and interment of ashes, woodland burial and also a remembrance arboretum.

The Council is also responsible for several closed churchyards that have been entrusted to the Council within 12 months of their closure. These are St Bartholomew's at Chipping, St Mary Magdalene's and St James's at Clitheroe and a portion of St Mary's at Gisburn. This includes the grounds maintenance, upkeep of walls, fences, paths and the safety of headstones.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	65,030		1,310		860	4,850		72,050
Supplies & Services	5,950		120		-1,670			4,400
Support Services	29,750		0			4,250		34,000
Depreciation and Impairment	6,120		0				-840	5,280
Total Expenditure	106,850	0	1,430	0	-810	9,100	-840	115,730
Customer & Client Receipts	-68,800		-1,370	-14,760	2,170			-82,760
Total Income	-68,800	0	-1,370	-14,760	2,170	0	0	-82,760
Net Expenditure	38,050	0	60	-14,760	1,360	9,100	-840	32,970

CLCEM: Clitheroe Cemetery

Commentary on Substantial Budget Changes

Premises Related Expenditure - support services, +£4,850

Estimated increased recharge costs from the grounds maintenance team.

Supplies & Services - unavoidable changes to service costs, -£1,670

The main reasons are reduced trees and shrubs purchases of £880, because there is no available space left in the cemetery for commemorative trees, and estimated reduced purchases of cemetery plaques for selling on to the public of £890, based on recent years' purchases trends. In addition, there is a new £100 budget for scanning of cemetery records.

Support Services, +£4,250

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increase being in the Chief Executive's department.

Customer & Client Receipts - variation to standard budgeted inflation, -£14,760

An estimated increase in interments, exclusive burial rights and monuments fees income, based on the higher than inflation increases in 2019/20 fees approved by Health and Housing Committee in November 2018.

Note - The actual impact of the fees increase on the actual numbers of interments, exclusive burial rights and monuments fees may differ in practice to what is estimated here.

Customer & Client Receipts - unavoidable changes to service costs, +£2,170

The main reason is a reduction in commemorative trees income of £1,500, because there is no available space left in the cemetery for commemorative trees. In addition, there is a further net reduction in income of £670 as a result of minor changes on other customer & client receipts budgets.

6.6 **Cost Centre and Description** CLMKT: Clitheroe Market

General retail markets are held on three days per week (Tuesday, Thursday and Saturday) with a collectors market held on Friday. Cabins are rented to market traders under contract arrangements. Stalls and pitches are also provided for traders.

Note - The 2019/20 original estimate is based on a normal trading year for the market. This will be re-visited at revised estimate stage for 2019/20.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	2,020		60					2,080
Premises Related Expenditure	32,890		670		-4,880	290		28,970
Supplies & Services	3,120		60					3,180
Support Services	38,460		0			3,860		42,320
Depreciation and Impairment	9,170		0				880	10,050
Total Expenditure	85,660	0	790	0	-4,880	4,150	880	86,600
Customer & Client Receipts	-130,340		-2,610	430	2,450			-130,070
Miscellaneous Recharges	-6,470		0		30			-6,440
Total Income	-136,810	0	-2,610	430	2,480	0	0	-136,510
Net Expenditure	-51,150	0	-1,820	430	-2,400	4,150	880	-49,910

CLMKT: Clitheroe Market

Commentary on Substantial Budget Changes

Premises Related Expenditure - unavoidable changes to service costs, -£4,880

There has been a reallocation of maintenance budgets and also an estimated reduction in business rates of £1,540. In addition, there is a £680 net reduction in costs as a result of minor changes on other premises related budgets. this budget area will be kept under review as the market scheme progresses

Support Services, +£3,860

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Resources departments.

Customer & Client Receipts - unavoidable changes to service costs, +£2,450

The main reason is an estimated reduction in stalls income of £2,560, based on the drop in income to date in 2018/19 continuing in 2019/20. In addition, pitches income is estimated to increase by £110, based on projected income levels for 2019/20 being similar to the trends in recent years.

6.7 **Cost Centre and Description** CMGHH: Community Groups - Health & Housing

The Council's Partnerships and Regeneration teams work with community groups to enable them to:

- work in partnership with other public sector agencies and common interest groups
- gain access to grant funding streams; and
- support vulnerable groups in the borough.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Support Services	46,300		0			-24,410		21,890
Total Expenditure	46,300	0	0	0	0	-24,410	0	21,890
Net Expenditure	46,300	0	0	0	0	-24,410	0	21,890

CMGHH: Community Groups - Health & Housing

Commentary on Substantial Budget Changes

Support Services -£24,410

Reduction following the departmental restructure and the yearly re-assessment of costs, but largely as a result of a decrease in time charged to this service area, with more time being directed toward economic development.

6.8 **Cost Centre and Description** COMNL: Common Land

The Council has a responsibility for the management of the common land at Salesbury and Copster Green, and an overseeing role regarding common land in general.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	660		10					670
Support Services	1,760		0			-130		1,630
Total Expenditure	2,420	0	10	0	0	-130	0	2,300
Net Expenditure	2,420	0	10	0	0	-130	0	2,300

6.9 **Cost Centre and Description** CTBEN: Localised Council Tax Support Admin

District councils have a statutory duty to administer claims for Local Council Tax Support and respond to any legacy issues raised regarding Council Tax Benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all income and savings has been verified. The Council is also required to investigate suspected fraudulent claims.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	270		10					280
Supplies & Services	20,840		410	160	-10			21,400
Support Services	155,140		0			19,260		174,400
Total Expenditure	176,250	0	420	160	-10	19,260	0	196,080
Government Grants	-59,640		0		26,030			-33,610
Total Income	-59,640	0	0	0	26,030	0	0	-33,610
Net Expenditure	116,610	0	420	160	26,020	19,260	0	162,470

CTBEN: Localised Council Tax Support Admin

Commentary on Substantial Budget Changes

Support Services, +£19,260

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the ICT Services and Resources departments.

Government Grants - unavoidable changes to service costs, +£26,030

The 2018/19 original estimate budget was based on the Housing Benefits Administration grant income and the Local Council Tax Support Administration grant income (both from central government) being pooled together and then split equally across both the Housing Benefits and Local Council Tax Support cost centres. Going forwards, only the specific administration grant income for Local Council Tax Support Administration will be allocated to the Local Council Tax Support cost centre, so the administration income for this service is matched against the expenditure for this service. This significant estimated income reduction on this cost centre is broadly reflected by a significant income increase on the Housing Benefits cost centre (see HGBEN).

Note - The actual 2019/20 administration grant allocation from the Ministry for Housing, Communities and Local Government will be confirmed in due course.

6.10 **Cost Centre and Description** DOGWD: Dog Warden & Pest Control

A dedicated pest control and dog warden service is provided in the Borough. The pest control service deals with the control and eradication of a range of public health pests in private residential and commercial premises and also the control and eradication of rodents within the public sewer system. The dog warden service deals with dog-related complaints, including stray dogs, dog fouling and noise arising from barking dogs.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Premises Related Expenditure	25,730		510			3,760		30,000
Transport Related Expenditure	4,800		90	-40	-100			4,750
Supplies & Services	4,040		80					4,120
Third Party Payments	4,470		90					4,560
Support Services	75,480		0			15,670		91,150
Depreciation and Impairment	4,270		0				-2,270	2,000
Total Expenditure	118,790	0	770	-40	-100	19,430	-2,270	136,580
Other Grants and Contributions	-2,280		-40		70			-2,250
Customer & Client Receipts	-16,360		-330	90				-16,600
Miscellaneous Recharges	-370		-10					-380
Total Income	-19,010	0	-380	90	70	0	0	-19,230
Net Expenditure	99,780	0	390	50	-30	19,430	-2,270	117,350

DOGWD: Dog Warden & Pest Control

Commentary on Substantial Budget Changes

Premises Related Expenditure - support services, +£3,760

The main reason is the increase in estimated recharge costs from the grounds maintenance team of £3,690. In addition, there is an estimated increase in recharge costs from Salthill Depot of £70.

Support Services, +£15,670

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Chief Executive's, Community Services and Resources departments.

Depreciation and Impairment, -£2,270

The decrease is due to no depreciation charges in 2019/20 for the pest control van. This is because the full capital cost of the van was fully written off by the depreciation charged to this cost centre over five years between 2014/15 and 2018/19 inclusive.

6.11 **Cost Centre and Description** ENVHT: Environmental Health Services

These functions are principally regulatory and consist mainly of staff time spent on food control, health and safety work, nuisance complaint investigation, private water supply regulation, infectious diseases, Local Authority Pollution Prevention Control, associated registration of premises and animal welfare licensing.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	11,620	-310	240		13,970			25,520
Support Services	319,070		0			30,770		349,840
Total Expenditure	330,690	-310	240	0	13,970	30,770	0	375,360
Customer & Client Receipts	-29,310		-580	220	-15,500			-45,170
Total Income	-29,310	0	-580	220	-15,500	0	0	-45,170
Net Expenditure	301,380	-310	-340	220	-1,530	30,770	0	330,190

ENVHT: Environmental Health Services

Commentary on Substantial Budget Changes

Supplies & Services - unavoidable changes to service costs, +£13,970

The main reason is because the amended private water supply regulations 2018 have increased the number of properties requiring private water samples and increased the lab test parameters and associated costs for each sample undertaken. These increased estimated costs of £13,790 can be recovered by the Council from those responsible for the water supplies sampled, see below. In addition, there is a £180 increase on the purchases budget.

Support Services, +£30,770

Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Chief Executive's and Resources departments.

Customer and Client Receipts - unavoidable changes to service costs, -£15,500

The main increases are a £16,960 estimated increase in private water sampling charges income as a result of the charges to be levied under the amended private water supply regulations 2018 (see above re increased costs) and a £1,410 estimated reduction in environmental permits registration and subsistence charges as a result of an increase in low risk assessments for companies registered. In addition, there is a £50 net reduction in estimated income as a result of minor changes on other customer and client receipts budgets.

6.12 **Cost Centre and Description** HGBEN: Housing Benefits

District councils have a statutory duty to administer claims for housing benefit. This involves producing forms for the public to complete and then processing them on a bespoke computer system once evidence of all income and savings has been verified.

The Council pays out Housing Benefits to eligible claimants and these payments are reimbursed by subsidy grant received from the DWP.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	270		10					280
Supplies & Services	21,030		420	160	-790			20,820
Transfer Payments	6,333,910		0		-600,220			5,733,690
Support Services	205,750		0			18,970		224,720
Total Expenditure	6,560,960	0	430	160	-601,010	18,970	0	5,979,510
Government Grants	-6,441,870		0		591,820			-5,850,050
Total Income	-6,441,870	0	0	0	591,820	0	0	-5,850,050
Net Expenditure	119,090	0	430	160	-9,190	18,970	0	129,460

HGBEN: Housing Benefits

Commentary on Substantial Budget Changes

Transfer Payments - unavoidable changes to service costs, -£600,220

The main reason is a £586,010 estimated reduction in Rent Allowance benefit payments because of the full year impact of all new and change of circumstances working age benefit claims now migrating to Universal Credit in 2019/20. Note - Universal Credit is administered by the DWP rather than the Council. In addition, there is a £3,370 estimated increase in Rent Rebate benefit payments, based on the increased payments estimated to date in 2018/19 continuing in 2019/20, and a £17,580 estimated reduction in discretionary housing payments made, based on the reduction in funding received from the DWP in 2019/20 being similar to the 2018/19 reduction in funding from the DWP (see below).

Support Services, +£18,970

Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the ICT Services and Resources departments.

Government Grants - unavoidable changes to service costs, +£591,820

This is mainly due to a £601,410 estimated reduction in Rent Allowance subsidy from the DWP. Note - This reduction broadly reflects the reduction in Rent Allowance payments estimated for the year (see above), subject to changes in other factors such as the level of benefits overpayments estimated. In addition, there are other budget reduction factors:

- A £17,570 estimated reduction in discretionary housing payments funding from the DWP, based on the reduction in funding received from the DWP in 2019/20 being similar to the 2018/19 reduction in funding from the DWP.
- A £2,100 reduction in real time information data matching funding from the DWP (this funding has ended).
- A £3,810 estimated reduction in the level of Flexible Homelessness Support Grant required to help cover Rent Rebate subsidy not received from the DWP, for rent paid on behalf of temporary accommodation benefit claimants that is above the LHA level.

These reductions are partly offset by the following budget increases:

- A £18,530 increase in the Housing Benefits administration grant funding budget for 2019/20 - The 2019/20 Housing Benefits Administration Grant income allocation of £78,170 from the DWP is a £10,623 reduction (-12%) from the 2018/19 administration grant allocation. However, the administration grant budget for 2019/20 is £18,530 higher than 2018/19 because of the following change in budgeting - the 2018/19 original estimate budget was based on the Housing Benefits administration grant income and the Local Council Tax Support administration grant income (both from central government) being pooled together and then split equally across both the Housing Benefits and Local Council Tax Support cost centres. Going forwards, only the specific administration grant income for Housing Benefits will be allocated to the Housing Benefits cost centre, so the administration income for this service is matched against the expenditure for this service. This significant income increase on this cost centre is broadly reflected by a significant income decrease on the Local Council Tax Support cost centre (see CTBEN).
- A £7,620 estimated increase in Rent Rebate subsidy from the DWP, based on increased Rent Rebate payments (see above).
- A £6,920 increase in DWP new burdens funding for various benefit changes and reforms the Council is required to implement. This includes areas such as discretionary housing payments administration, benefit cap changes and transition to Universal Credit.

6.13 **Cost Centre and Description** HOME: Home Energy Conservation

The service provides advice to households as to how to improve the energy efficiency of their home and reduce CO2 emissions as well as aiming to raise the profile of renewable energy sources and their benefits, particularly in new build developments.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	410		10					420
Support Services	13,310		0			-8,750		4,560
Total Expenditure	13,720	0	10	0	0	-8,750	0	4,980
Net Expenditure	13,720	0	10	0	0	-8,750	0	4,980

HOME: Home Energy Conservation

Commentary on Substantial Budget Changes

Support Services, -£8,750

Reduction following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's and Economic Development and Planning departments.

6.14 **Cost Centre and Description** HOMES: Homelessness Strategy

This service includes:

- Homelessness prevention work, which includes provision of the tenancy protection scheme, referrals to floating support and mediation.
- Development of the Homelessness Strategy, maintaining the Homelessness Forum and achievements towards the homelessness action plan.
- The housing needs service, which provides advice and assistance to households that are facing homelessness. It is often appropriate for home visits to be made to undertake the initial interview.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	210		0					210
Premises Related Expenditure	3,160		60		7,200			10,420
Transport Related Expenditure	100		0					100
Supplies & Services	37,820		760		-28,860			9,720
Third Party Payments	7,700	-2,160	110		-5,650			0
Transfer Payments	3,110		60		5,650			8,820
Support Services	63,900		0			1,290		65,190
Total Expenditure	116,000	-2,160	990	0	-21,660	1,290	0	94,460
Government Grants	-34,370		0		-4,990			-39,360
Total Income	-34,370	0	0	0	-4,990	0	0	-39,360
Net Expenditure	81,630	-2,160	990	0	-26,650	1,290	0	55,100
Associated Movement in Earmarked Reserves	0		0		25,860			25,860
Net After Earmarked Reserves	81,630	-2,160	990	0	-790	1,290	0	80,960

HOMES: Homelessness Strategy

Commentary on Substantial Budget Changes

Premises Related Expenditure - unavoidable changes to service costs, +£7,200

Significant estimated increase in temporary accommodation costs for 2019/20, based on the increase in costs in the twelve months to November 2018 as a result of an increase in the number and complexity of homelessness cases and the additional requirements under the new Homelessness Reduction Act. Increased 2019/20 costs will be funded by the Flexible Homelessness Support Grant (see below).

Supplies & Services - unavoidable changes to service costs, -£28,860

The main reason is a £35,060 reduction in non-recurring purchases, due to a non-recurring purchases budget being set up for purchases arising from receipt of Flexible Homelessness Support Grant and Homelessness Reduction Act funding in 2018/19. For 2019/20 though, all in-year spend is now allocated to specific codes. In addition, there is a £6,200 increase in software maintenance costs, mainly due to the cost of the new database acquired to comply with the requirements of the Homelessness Reduction Act costing more than the previous database used. Additional costs for the new database are funded from Homelessness Reduction Act funding received in both 2019/20 and previous years (see below).

Third Party Payments - savings and unavoidable changes to service costs, -£7,810

The £2,160 saving is due to the Council's yearly contribution to the Pennine Lancashire Mental Health and Housing Project no longer being required because the project ended in 2018/19. In addition, a £5,650 reduction is due to the transfer of the home improvement agency budget from this third party payments budget to the transfer payments grants budget (see below), because the home improvement agency annual payment is now provided in the form of grant funding rather than under a service level agreement.

Transfer Payments - unavoidable changes to service costs, +£5,650

This is the transfer of the home improvement agency budget to this transfer payments grants budget from the third party payments budget (see above), because the annual payment is now provided in the form of grant funding rather than under a service level agreement.

Support Services, +£1,290

A net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Economic Development and Planning and Resources departments.

Government Grants - unavoidable changes to service costs, -£4,990

This is due to estimated higher amounts of yearly grant funding from MHCLG being allocated to Homelessness Strategy in 2019/20 than 2018/19, these being a £3,810 increase in Flexible Homelessness Support Grant and a £1,180 increase in Homelessness Reduction Act funding.

CONT....

Associated Movement in Earmarked Reserves, +£25,860

This is mainly due to the transfer of estimated unspent Flexible Homelessness Support Grant to earmarked reserves at year-end, with £16,250 set aside in the Housing Related Grants reserve to fund expenditure to prevent and deal with homelessness in future years and £10,610 set aside in the Capital reserve to fund the Joiners Arms Roof Renewal capital scheme. Set against this is a transfer of £1,000 from the Housing Related Grants reserve in-year to help fund homelessness database expenditure in 2019/20.

6.15 **Cost Centre and Description** HSASS: Housing Associations

Enabling the delivery of affordable housing, working in partnership with Registered Housing Providers to identify potential sites and support bids to assist delivery.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Support Services	6,330		0			-120		6,210
Total Expenditure	6,330	0	0	0	0	-120	0	6,210
Net Expenditure	6,330	0	0	0	0	-120	0	6,210

6.16 **Cost Centre and Description** HSTRA: Housing Strategy

The Strategic Housing Service addresses the housing needs in the borough through partnership working with Registered Housing Providers, support providers and Community Groups. A housing forum is held twice a year to update stakeholders on housing strategy progress and key issues.

The Housing service also maintains a self build and custom house register and liaises with the Planning department regarding suitable development advice and permissions for custom and self build properties.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	350		0					350
Third Party Payments	5,780		120	110	40			6,050
Support Services	37,280		0			5,390		42,670
Total Expenditure	43,410	0	120	110	40	5,390	0	49,070
Government Grants	0		0		-15,000			-15,000
Total Income	0	0	0	0	-15,000	0	0	-15,000
Net Expenditure	43,410	0	120	110	-14,960	5,390	0	34,070
Associated Movement in Earmarked Reserves	0		0		15,000			15,000
Net After Earmarked Reserves	43,410	0	120	110	40	5,390	0	49,070

HSTRA: Housing Strategy

Commentary on Substantial Budget Changes

Support Services, +£5,390

Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increase being in the Economic Development and Planning department.

Government Grants - unavoidable changes to service costs, -£15,000

Custom and Self Build new burdens funding expected in 2019/20 from MHCLG as a result of the requirement for the Council to maintain a self build and custom house register and give suitable development permissions. Note - unspent amounts at year-end are to be set aside in the Housing Related Grants reserve (see below).

Associated Movements in Earmarked Reserves, +£15,000

Estimated set aside of unspent Custom and Self Build new burdens funding to the Housing Related Grants reserve at year-end, to fund expenditure maintaining a self build and custom house register and giving suitable development permissions in future years.

6.17 **Cost Centre and Description** IMPGR: Improvement Grants

The service administers and oversees the delivery of the disabled facilities grants and landlord tenant grants. Disabled facilities grants enable homeowners and tenants to remain in their own home. Landlord tenant grants facilitate an increase in affordable housing units in the borough. Delivery of disabled facilities grants requires significant input from housing officers and the Council's surveyors team.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Support Services	91,850		0			22,200		114,050
Total Expenditure	91,850	0	0	0	0	22,200	0	114,050
Customer & Client Receipts	-7,060		-140		-19,280			-26,480
Total Income	-7,060	0	-140	0	-19,280	0	0	-26,480
Net Expenditure	84,790	0	-140	0	-19,280	22,200	0	87,570

IMPGR: Improvement Grants

Commentary on Substantial Budget Changes

Support Services +£22,200

Net increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Economic Development and Planning, Resources and Community Services departments.

Note - A significant element of the increase from the Economic Development and Planning department will be the increased costs from the additional part-time post approved to provide capacity to administer the increase in grant applications. These costs were not included in the 2018/19 original estimate budget. These costs will be covered by the increase in Disabled Facilities Grants administration charges in-year (see below).

Customer & Client Receipts - unavoidable changes to service costs, -£19,280

This is based on increased Central Government funding for Disabled Facilities Grants continuing into 2019/20 at similar levels to 2018/19 and the continuing use of 10% administration fees for most categories of Disabled Facilities Grants administered by the Council. These factors result in a significant estimated increase in administration fees of £19,280 in 2019/20.

Part of the additional income will cover the increased costs of the additional part-time post approved to provide capacity to administer the increase in grant applications (see above).

6.18 **Cost Centre and Description** JARMS: Joiners Arms

The Joiners Arms unit provides seven units of temporary accommodation, five of which are family units, to help prevent and deal with homelessness. The housing service manages the units and provides ongoing engagement with the households in the unit to try and ensure they do not remain in temporary accommodation for longer than the target length of stay of 7 weeks.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	11,130		330	870	310			12,640
Premises Related Expenditure	17,820		350		2,550			20,720
Supplies & Services	2,510		50		10			2,570
Support Services	14,810		0			12,560		27,370
Depreciation and Impairment	7,100		0				260	7,360
Total Expenditure	53,370	0	730	870	2,870	12,560	260	70,660
Customer & Client Receipts	-31,030		-620	600	-3,690			-34,740
Total Income	-31,030	0	-620	600	-3,690	0	0	-34,740
Net Expenditure	22,340	0	110	1,470	-820	12,560	260	35,920

JARMS: Joiners Arms

Commentary on Substantial Budget Changes

Premises Related Expenditure - unavoidable changes to service costs, +£2,550

This is mainly due to an increase in the electricity budget of £2,670, based on the increased occupancy and energy usage levels in 2018/19 to date continuing in 2019/20. In addition, there is a £120 net reduction in costs as a result of minor changes on other premises related budgets.

Support Services, +£12,560

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main increases being in the Economic Development and Planning and Resources departments.

Note - Part of the increase from the Economic Development and Planning department will be due to re-allocation of some Housing staff time from the Homelessness Strategy, Home Energy Conservation and Supporting People cost centres to the Joiners Arms cost centre to reflect the time input on Joiners Arms issues.

Customer & Client Receipts - unavoidable changes to service costs, -£3,690

This is mainly due to an estimated increase in rent income of £2,810, based on the increased levels of occupancy and rent income in 2017/18 and 2018/19 to date continuing in 2019/20. In addition, there is an estimated increase in income of £880 from electric cards.

6.19 **Cost Centre and Description** SHARE: Shared Ownership Rents

This budget represents income received from shared ownership property rents at Riverside, Clitheroe, and any related costs.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Customer & Client Receipts	-1,250		-30					-1,280
Total Income	-1,250	0	-30	0	0	0	0	-1,280

6.20 **Cost Centre and Description** SUPPE: Supporting People

This service area covers additional support areas, such as liaison with supported housing scheme providers, domestic violence support and older people's support.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Supplies & Services	200		0					200
Third Party Payments	17,210		340		-17,550			0
Transfer Payments	2,630	-80	0					2,550
Support Services	9,360		0			-5,220		4,140
Total Expenditure	29,400	-80	340	0	-17,550	-5,220	0	6,890
Net Expenditure	29,400	-80	340	0	-17,550	-5,220	0	6,890
Associated Movement in Earmarked Reserves	-17,210		-350		17,560			0
Net After Earmarked Reserves	12,190	-80	-10	0	10	-5,220	0	6,890

SUPPE: Supporting People

Commentary on Substantial Budget Changes

Third Party Payments - unavoidable changes to service costs, -£17,550

This relates to expenditure on the Domestic Violence Support Worker and Support Resources scheme and the Domestic Violence Sanctuary Security scheme in 2018/19, which was funded by specific grants from Lancashire County Council that had been set aside previously in the Housing Related Grants reserve (see below). No such expenditure is planned in 2019/20, because there is currently no specific grant funding available to support expenditure on these schemes.

Support Services, -£5,220

Reduction following the departmental restructure and the yearly re-assessment of costs to date and time allocations in support services areas, with the main decreases being in the Chief Executive's and Economic Development and Planning departments.

Associated Movement in Earmarked Reserves, +£17,560

This relates to funding transferred from the Housing Related Grants reserve to fund additional domestic abuse support services provided in 2018/19 (see above). No such transfer is planned in 2019/20, because there is no such grant funding available in the Housing Related Grants reserve.

6.21 **Cost Centre and Description** UCRED: Universal Credit

The Council has been working on behalf of the DWP to provide support to Universal Credit claimants in the borough and to manage the phased migration from Housing Benefit to Universal Credit.

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Support Services	21,100		0			2,730		23,830
Total Expenditure	21,100	0	0	0	0	2,730	0	23,830
Government Grants	-10,240		0		-950			-11,190
Total Income	-10,240	0	0	0	-950	0	0	-11,190
Net Expenditure	10,860	0	0	0	-950	2,730	0	12,640

UCRED: Universal Credit

Commentary on Substantial Budget Changes

Support Services, +£2,730

Increase following the departmental restructure and the yearly re-assessment of costs to date and time allocations in the Resources department.

7 SUMMARIES

7.1 The draft budget is summarised in two ways. One over the cost of the service provided by the committee (objective). The other is over the type of expenditure and income (subjective).

a) Cost of Services Provided (Objective)

Cost Centre and Description	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
APLAC: Alma Place Unit	680		-30	60	140	300	670	1,820
AWARM: Affordable Warmth	750		10		-510			250
CLAIR: Clean Air	2,910	-1,200	10			110		1,830
CLAND: Contaminated Land	8,460		0			1,600		10,060
CLCEM: Clitheroe Cemetery	38,050		60	-14,760	1,360	9,100	-840	32,970
CLMKT: Clitheroe Market	-51,150		-1,820	430	-2,400	4,150	880	-49,910
CMGHH: Community Groups - Health & Housing	46,300		0			-24,410		21,890
COMNL: Common Land	2,420		10			-130		2,300
CTBEN: Localised Council Tax Support Admin	116,610		420	160	26,020	19,260		162,470
DOGWD: Dog Warden & Pest Control	99,780		390	50	-30	19,430	-2,270	117,350
ENVHT: Environmental Health Services	301,380	-310	-340	220	-1,530	30,770		330,190

a) Cost of Services Provided (Objective)

Cost Centre and Description	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
HGBEN: Housing Benefits	119,090		430	160	-9,190	18,970		129,460
HOMEE: Home Energy Conservation	13,720		10			-8,750		4,980
HOMES: Homelessness Strategy	81,630	-2,160	990		-26,650	1,290		55,100
HSASS: Housing Associations	6,330		0			-120		6,210
HSTRA: Housing Strategy	43,410		120	110	-14,960	5,390		34,070
IMPGR: Improvement Grants	84,790		-140		-19,280	22,200		87,570
JARMS: Joiners Arms	22,340		110	1,470	-820	12,560	260	35,920
SHARE: Shared Ownership Rents	-1,250		-30					-1,280
SUPPE: Supporting People	29,400	-80	340		-17,550	-5,220		6,890
UCRED: Universal Credit	10,860		0		-950	2,730		12,640
Grand Total	976,510	-3,750	540	-12,100	-66,350	109,230	-1,300	1,002,780
Associated Movement in Earmarked Reserves	-17,960		-370		58,940			40,610
Net After Earmarked Reserves	958,550	-3,750	170	-12,100	-7,410	109,230	-1,300	1,043,390

b) Type of Expenditure/Income (Subjective)

	Original Estimate 2018/19	Savings	Inflation at 3% Pay and 2% Other	Variation to Standard Budgeted Inflation %	Unavoidable Changes to Service Costs	Support Services	Capital	DRAFT Original Estimate 2019/20
Employee Related Expenditure	13,900		410	870	310			15,490
Premises Related Expenditure	146,990		2,930		5,980	8,900		164,800
Transport Related Expenditure	4,900		90	-40	-100			4,850
Supplies & Services	110,170	-1,510	2,170	320	-17,350			93,800
Third Party Payments	35,760	-2,160	670	110	-23,670			10,710
Transfer Payments	6,339,800	-80	60		-594,570			5,745,210
Support Services	1,140,020		0			100,330		1,240,350
Depreciation and Impairment	27,190		0				-1,300	25,890
Total Expenditure	7,818,730	-3,750	6,330	1,260	-629,400	109,230	-1,300	7,301,100
Government Grants	-6,546,120		0		596,910			-5,949,210
Other Grants and Contributions	-2,280		-40		70			-2,250
Customer & Client Receipts	-286,980		-5,740	-13,360	-33,960			-340,040
Miscellaneous Recharges	-6,840		-10		30			-6,820
Total Income	-6,842,220	0	-5,790	-13,360	563,050	0	0	-6,298,320
Net Expenditure	976,510	-3,750	540	-12,100	-66,350	109,230	-1,300	1,002,780
Associated Movement in Earmarked Reserves	-17,960		-370		58,940			40,610
Net After Earmarked Reserves	958,550	-3,750	170	-12,100	-7,410	109,230	-1,300	1,043,390

8 EARMARKED RESERVES

- 8.1 In the Original Estimate for 2018/19 this committee planned to transfer £17,960 from earmarked reserves to support its net expenditure. Looking forward to 2019/20, the proposal included in the estimates is that this committee plans a net transfer of £40,610 to earmarked reserves at year-end.
- 8.2 The table below provides a summary of the DRAFT Original Estimate for 2019/20 together with the budgeted impact of the relevant earmarked reserves movements. Also detailed is a summary of the reasons for the movements on the earmarked reserves.

	DRAFT Original Estimate 2019/20	Reason for Movement on Earmarked Reserve
Committee Net Cost of Services	1,002,780	
HGBAL/H339: Housing Related Grants Reserve	30,000	<p>This is where housing related grants received but not spent at the end of each financial year are set aside, to then be committed to grant related expenditure in future years.</p> <p>In 2019/20, grant funding set aside from previous years will be released in-year to fund additional expenditure on specific services: -£250 to fund affordable warmth services such as home safety/energy efficiency checks and fuel top up grants. -£1,000 to help fund expenditure on the homelessness database.</p> <p>In 2019/20, grant funding received in-year but not spent in-year will be set aside at year-end to support relevant expenditure in future years: +£16,250 of Flexible Homelessness Support Grant. +£15,000 of Custom and Self Build funding.</p>
CPBAL/H330: Capital Reserve	10,610	<p>This is where amounts are set aside to then be used to support capital expenditure.</p> <p>In 2019/20, £10,610 of Flexible Homelessness Support Grant will be set aside at year-end to partly fund the Joiners Arms Roof Renewal capital scheme.</p>
Committee Net Cost of Services after Movements on Earmarked Reserves	1,043,390	

9 KEY VARIATIONS

9.1 The net expenditure for this committee has increased by £84,840 after allowing for associated movements on earmarked reserves. The main reasons for this net increase are summarised in the table below.

Description	Variance - Original Estimate 2018/19 to DRAFT Original Estimate 2019/20 £
<p>ALL cost centres - Support Services Net increase in Support Services recharges for the Health and Housing Committee overall, following the departmental restructure and the yearly re-assessment of costs to date and time allocations in all support services areas. <i>Note - One element of the net increase is increased recharges to the Improvement Grants cost centre for the costs of an additional part-time post to provide capacity to administer the increase in Disabled Facilities Grants applications. These costs were not included in the 2018/19 original estimate budget. These costs are covered by the increase in Disabled Facilities Grants administration fees income (see below).</i></p>	109,230
<p>HGBEN - Housing Benefits Rent Allowance subsidy receiveable from the DWP is estimated to be £32,060 higher than Rent Allowance payments, after adjusting for recovery of housing benefits overpayments and non-cash transactions. This difference is £15,400 lower than budgeted for at original estimate stage in 2018/19.</p>	15,400
<p>CLCEM - Clitheroe Cemetery Estimated increase in interments, exclusive burial rights and monuments fees income, based on the higher than inflation increases in 2019/20 fees approved by Health and Housing Committee in November 2018. The impact of the fees increase on the actual numbers of interments, exclusive burial rights and monuments rights granted may differ in practice to what is estimated here.</p>	-14,760
<p>IMPGR - Improvement Grants Estimated increase in Disabled Facilities Grants administration fees to be received in 2019/20. This is based on increased Central Government funding for Disabled Facilities Grants continuing into 2019/20 at similar levels to 2018/19 and the continuing use of 10% administration fees for most categories of Disabled Facilities Grants administered by the Council. This increase was not included in the 2018/19 original estimate budget. <i>Note - Part of this additional income will cover the increased costs of the additional part-time post to provide capacity to administer the increase in grant applications (see above).</i></p>	-19,280

10 RISK ASSESSMENT

10.1 The approval of this report may have the following implications:

- Resources: Approval of the original budget for 2019/20 would see an increase in net expenditure of £26,270 compared with the original budget for 2018/19 or an increase in net expenditure of £84,840 after allowing for movements on earmarked reserves.
- Technical, Environmental and Legal: none identified.
- Political: none identified.
- Reputation: sound financial planning safeguards the reputation of the Council.
- Equality and Diversity: Equality and diversity issues are considered in the provision of all Council services.

11 RECOMMENDED THAT COMMITTEE

11.1 Approve the revenue original estimate for 2019/20 and submit this to the Special Policy and Finance Committee.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH3-19/AC/AC
4 January 2019

For further background information please ask for Andrew Cook
BACKGROUND PAPERS - None

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 8

meeting date: THURSDAY, 17 JANUARY 2019
title: APPROVE ADOPTION OF HOMELESSNESS STRATEGY 2018-2021
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING
principal author: RACHAEL STOTT, HOUSING STRATEGY OFFICER:

1 PURPOSE

1.1 To propose the attached Homelessness Strategy 2018-2021 is adopted by the Council.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To address the housing needs of all persons in the borough.
- Corporate Priorities – To be a well-managed Council.
- Other Considerations – None.

2 BACKGROUND

2.1 A report was presented to Committee in October 2018 which set out the draft Homelessness Strategy. Committee agreed that the draft would go out to consultation until 31 December 2018. The document was discussed at the Homeless Steering Group and the Strategy has been amended to reflect all comments received and it is now proposed the current document is adopted. A copy of the updated document is attached.

3 ISSUES

3.1 The Council is required to have an up to date Homelessness Strategy.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Within the action plan there are identified costs which will be funded through the flexible homeless grant.
- Technical, Environmental and Legal – The Council are required to have a homeless strategy as set out in the Housing Act.
- Political – The changes brought in with the introduction of the new Homeless Reduction Act 2017.
- Reputation – Essential the Council have an up to date action plan for the homeless service.

- Equality & Diversity – The new strategy will ensure transparency and fairness across the service.

5 RECOMMENDED THAT COMMITTEE

- 5.1 Adopt the Homeless Strategy for 2018-2021, and instruct the Chief Executive to prepare an annual monitoring report on the completed actions for this Committee.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

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Ribble Valley Borough Council

www.ribblevalley.gov.uk



Homelessness Strategy 2018-2021

SUMMARY

This strategy has been written during a period of change in the Homeless sector with the introduction of the Homeless Reduction Act 2017. From 2002 there has been a requirement on local authorities to carry out a homelessness review for their district and to formulate and publish a strategy to prevent homelessness and to provide accommodation and support to people who are, or may become homeless.

This is Ribble Valley's fifth Homelessness Strategy and it follows an annual review of service delivery and priorities. The Homelessness Review is required to cover:

- the scale and nature of homelessness in the Borough and the factors which could affect future levels upon the district;
- an audit and mapping of homelessness services within the Borough, looking at the various provisions for accommodation and support for homeless people, how homelessness can be prevented and where gaps in the service are.
- a review of the resources available for preventing homelessness and ensuring that accommodation and support is available to homeless people in the area;
- a record of the views of stakeholders and service users;
- the links to other strategies which have an impact on the prevention and tackling of homelessness in the Borough.

Partners in the public, private and voluntary sectors have been consulted via the housing and homelessness forums. These stakeholders, including service users represent a wide range of agencies working with both priority and non priority homeless groups.



Regular consultations with stakeholders, partners and most importantly service users are vital to success of the strategy. The Strategy will cover a five-year period 2018 to 2021, implementation and action planning will be monitored regularly throughout the life of the Strategy. Monitoring will occur through both the Homelessness and Housing Forums who will analyse the result of various initiatives and actions and make sure targets are being met.

Introduction to the Homelessness Strategy

Ribble Valley places a high priority on tackling and responding to homelessness wherever the case is viewed as potentially preventable. The Council retained the homelessness duty in house and housing advice functions have remained with the Council. However Onward Homes continue to be a key partner delivering the homelessness service in that they are commissioned to manage the housing waiting list and housing allocations on behalf of the Council.

In 2017, there was a decision made by Ribble Valley Homes board to go ahead with an amalgamation of the group to become Onward Homes. At this point the management of the Council Owned temporary accommodation was brought back in-house.

The Council recognises that homelessness is an issue that can only be tackled in partnership. Whilst the Council will lead on this work and retain the statutory responsibilities, key partners such as Registered Providers, Support Providers, LCC Social Services and many other agencies and organisations all have an important role to play. It is therefore essential at this time that both the Council and its partners set out clearly the roles and responsibilities of each party to ensure the successful implementation of the Strategy.

The Homelessness Strategy therefore:

- Sets out the Council's vision and objectives for services for homeless people;
- Examines the national regional, sub regional and local context in which services operate;
- Assesses the needs of the borough's population in relation to homelessness services;
- Audits its current service;
- Sets out an action plan for service improvement.

Vision and Objectives

The Strategy must have a clear and concise vision of where it aims to be in the next five years. Through extensive consultation with all stakeholders in the Borough the Council has confirmed that the vision is

“through partnership working with all stakeholders the Council's strategy sets out to prevent homelessness, provide effective support for households who are or may become homeless and make available sufficient affordable accommodation within the borough.”



The Context

The Ribble Valley Borough is situated in the North East of Lancashire and with an area of 585 square kilometres is the largest district in the County. Over seventy percent of the Borough is in the Forest of Bowland Area of Outstanding Natural Beauty, a clear reflection of the landscape quality of the area.

The latest figure for 2017 shows the borough has a population of around 59,504 with Clitheroe, the main administrative centre having 13,200 inhabitants. Clitheroe lies at the heart of the Borough whilst Longridge, the other main town, lies in the west. Longridge has a population of approximately 7,500. The remainder of the area is mainly rural with a number of villages ranging in size from large villages such as Whalley, Sabden and Chatburn through to small hamlets such as Great Mitton and Paythorne.

It is estimated that between 2014-2039 the population of the borough will increase by 5.4% which is higher than the 4.4% predicted for Lancashire. By 2039 the population aged 65 or over in Ribble Valley is projected to increase to 20,100.

Ribble Valley is a relatively affluent area and is ranked in the top 50 least deprived English districts in the Index of Deprivation. By far the best ranking in Lancashire. However, six wards within the borough fall within the worst 10% of all English wards under the Access to Housing Services Index. This is due to the rural nature of the borough and the isolation faced by the population in a number of settlements, particularly those within the Forest of Bowland an Area of Outstanding Natural Beauty. The median house price to earnings ratio for Ribble Valley is the highest of the 14 Lancashire Authorities. The district has the highest proportion of housing stock in council tax bands E and above in Lancashire.

There is a low number of employment and support allowance claimants and housing benefit claimant number are low.

The Health Profile for Ribble Valley is in the main far better than that for the region and nation. Life expectancy is in line with national levels but higher than neighbouring areas in Pennine Lancashire.

There are few teenage pregnancies and GCSE achievement is good. It is estimated that far fewer adults smoke than the national average and less than five per cent of the population reported their health as “poor” which is much lower than the regional and national average.

Within the Housing Strategy delivery plan the main focus is development of affordable housing. The homelessness objectives within the document lifts the main priorities from this strategy. The diagram below shows where this document sits corporately and the links with other strategies.



National Context

This strategy is written during a period of extensive change in the homelessness sector, following the implementation of the Homelessness Reduction Act 2017 on 3rd April 2018. The HRA saw the biggest change in legislation affecting homelessness services since the Housing Act 1996.

The Homelessness Reduction Act 2017 (HRA) was implemented on 3 April 2018, and the act puts duties on local housing authorities to take reasonable steps to prevent homelessness at an early stage regardless of whether the household is considered in priority need. As well as 'upstreaming' homelessness prevention, the HRA seeks to ensure all households are adequately assisted when they first contact services dealing with homelessness, as the assistance greatly varied between local authorities especially for non-priority households. The changes due to the HRA are summarised as follows:

- the threatened with homelessness period applies for 56 days, increased from 28 days, and includes valid s.21 notices with 56 days or less remaining,
- all households will receive written advice tailored to their circumstances, all households (if eligible) will have their case assessed and be given a Personalised Housing Plan,
- there is prevention duty for 56 days to assist all households threatened with homelessness, there is a relief duty for 56 days for all households who are homeless,
- under prevention and relief duties the Council must 'help to secure' accommodation that is suitable, duties can be ended if the applicant refuses to cooperate,
- the applicant is able to ask for a review of decisions made relating to new duties under the HRA, from October 2018 other public authorities (e.g. health services, social care, offender related) have a duty to refer to the local housing authority,
- care leavers are awarded a local connection to the local housing authority in which they receive care as well as the social services authority that provides care.

From a practical point of view the HRA means providing homelessness related services is more resource intensive, and has increased the amount of time spent with each customer to fully assess needs, produce the Personalised Housing Plan (PHP), track progress of the PHP, and report quarterly to the Ministry of Housing, Communities and Local Government (MHCLG). Since the HRA has been implemented the number of households approaching the Council has also increased over 50% locally. New software systems were needed for all local housing authorities to record and report the increased amount of information on applicants required by the MHCLG.

The HRA allows prevention and relief duties to be discharged by helping to secure a 6 month Assured Shorthold Tenancy (AST) in the Private Rented Sector (PRS). The accommodation secured must meet Homelessness (Suitability of Accommodation) (England) Order 2012, and this allows more scope for local housing authorities to utilise the PRS. If an applicant doesn't follow their PHP, and displays a deliberate and unreasonable refusal to cooperate it is possible to discharge prevention and or relief duties.

Whilst the HRA aims to treat all households the same from the outset, regardless of priority need, there is only a duty to house applicants in temporary accommodation (TA) under the relief duty if there is reason to believe a household is vulnerable due to being in priority

need. A household which is considered to be in priority need must be accommodated for the 56 day.

Welfare Reform Legislation impacts greatly on the homelessness sector, as it affects a household's ability to pay for housing and associated costs. There were a number of changes to Housing Benefit announced in the June 2010 budget which from April 2011, capped the amount paid for each bedroom rate under the LHA, removed both the 5 bedroom higher rate and the £15 excess as claimant could keep per week if their rent was cheaper than the LHA. The capping of the rate for each room affected the most expensive housing markets in the country, and had no impact on Lancashire authorities, however in October 2011:

- The LHA changed to 30th percentile of the market rent from the 50th percentile.

The above change restricted the number of properties available to households claiming housing benefit further, and meant that only a minority would ever be affordable.

The Housing Benefit (Amendment) Regulations 2011 meant:

- single under 35 year olds would be restricted to the Shared Accommodation Rate from anniversary of their claim after 1 January 2012.

The above change meant single under 35 year olds, with a few exceptions, were mainly restricted to shared housing in the PRS and social sector properties.

The **Welfare Reform Act 2012** introduced a number of measures directly and indirectly impact on a household's ability to access new accommodation or remain in their own home:

- Universal Credit was introduced which replaced 6 of the main means tested benefits, incorporating them into one single monthly direct payment with a UK-wide roll out starting in 2013,
- Council Tax Support was localised in April 2013 and due to Government grant cuts Council Tax Benefit no longer covered the entire cost for working age claimant in most local authorities, requiring a small contribution by the claimant (up to 13%),
- the Benefit Cap, of £500 per week for families/couples and £350 per week for single people, fully implemented by September 2013,
- The introduction of Size Criteria for social housing reduced benefit payment for those households who were under-occupying according to the bedroom standard, 14% for one room and 25% for 2 or more rooms, applied from April 2013,
- Personal Independent Payment (PIP) were rolled out replacing Disability Living Allowance from 2013 with a full Great Britain roll out by October 2015, requiring periodic assessments to ensure ongoing eligibility.

Of the above changes, Universal Credit (UC) would mean direct payments to claimants, even tenants in social housing, and this is seen as a major risk by housing associations. The delays in payment after claiming UC, and uncertainty of claim also make it less attractive to landlords and mean it is more challenging to find rented accommodation for UC claimants.

The **Welfare Reform and Work Act 2016** was a follow up to the Summer and Autumn Statements in 2015, and had a focus on increasing employment whilst reducing the welfare budget. The following were the main provisions of the act:

- The Benefit Cap amounts were lowered to £20,000 per year (£384.62pw) for families/couples and £13,400 per year (£257.69pw) for single people from November 2016.
- Child Tax Credit claims for children born from April 2017 are limited to 2 children and the 'family element' is abolished for families who have their first child born from April 2017.
- The cutting of rents in social housing by 1% a years for 4 years from 2016.
- The freeze of certain social security benefits and tax credits for 4 years.
- Support for Mortgage Interest scheme changed to a repayable loan from April 2018.

The LHA Cap to the amount of benefit paid to households in social housing had a significant impact on the delivery of new Supported Housing and 1 bedroom general needs social housing, and made it more difficult for under 35 year old single people to find accommodation. This was a key issue in Ribble Valley as already limited housing options for young low income earners was further reduced.

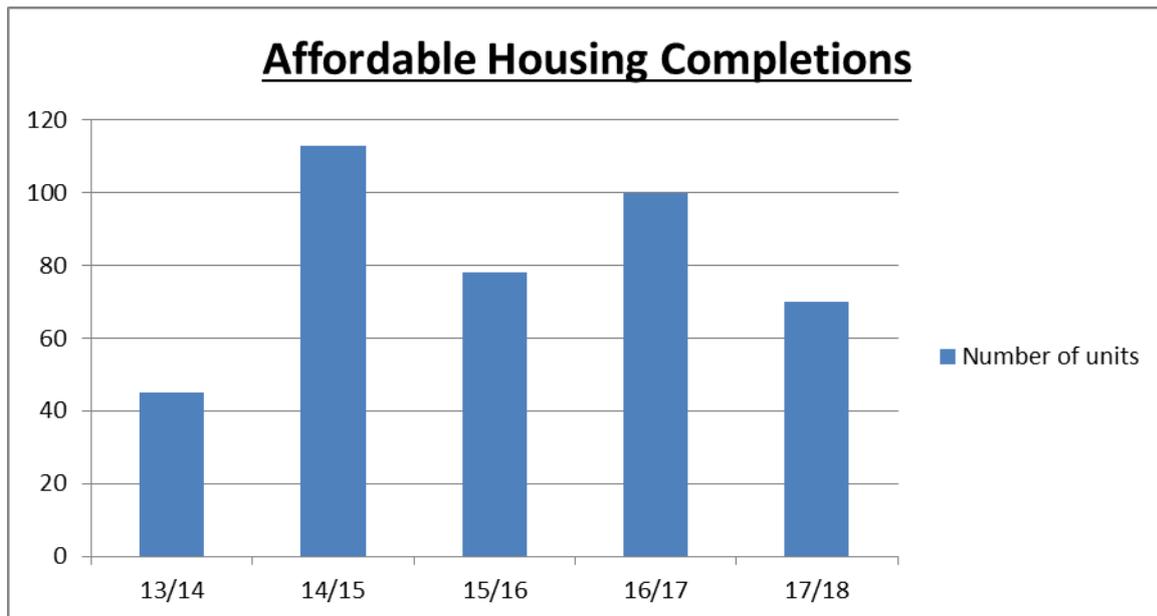
Sub-Regional Context

East Lancashire has a well established sub regional working group to assist in the development of strategies and shared best practice. The lead offices and officers working groups continue to meet and provide valuable opportunity to work in partnership, co-ordinate shared procedures and to network. Many initiatives have been developed through this group including the Youth Homeless Trailblazer Project, Mental Health support worker, and joint commissioning of supported housing provision.

Housing Strategy

The availability of affordable housing is one of the most important needs for families and communities in the Ribble Valley. Developing affordable housing is a corporate ambition of the Council to meet the identified 'housing need'.

The table below sets out the number of units developed over the past 5 years.



With an average house priced to an affordability ratio of 5.5 in 2012 the highest being 8.4 in Waddington and West Bradford – addressing affordability is a key factor in providing the homelessness service. In Ribble Valley there is proportionately less stock in the lower Council Tax bands of A and B with 33% compared to Lancashire's 58% profile.

The tenure choice in the borough is limited; the borough has one of the lowest percentages of social housing stock in Lancashire. The situation was further exacerbated since the introduction of the Local Housing Allowance. Ribble Valley is no longer considered a 'locality' in its own right. The majority of the borough is in a locality with Blackburn, reducing the housing allowance to be paid to Ribble Valley occupants. This authority was in the top five nationally for being most affected by the introduction of the new housing allowance. The introduction of LHA rates being calculated from the 30th percentile from April 2012 again reduced the LHA rates in the borough.

Policies introduced to address the situation include:

- Addressing Housing Needs Policy 2012 requires 30% of all new development sites to be affordable and 15% to be housing for older people.
- Grant initiatives for development of private rented properties with affordable rent levels.
- Regular contact with RP's to encourage development.
- A protocol to work closely with planning to advise developers and enable development at pre application stage.

Partnership Working with Onward Homes

In 2008 stock transfer took place after an overwhelming majority vote. Within the transfer proposal the following promises were included to be delivered within the first 5 years:

- £14.8 million pounds of improvements bringing all properties up to the Ribble Valley Standard agreed with tenants.
- Direct Involvement in the running of the business with 4 tenants on the board.
- Additional services including the Handyman and Occupational Therapist.

- The provision of 60 new homes within the first 5 years.

Further change was formalised in 1 October 2017 when Ribble Valley Homes amalgamated with Liverpool Housing Trust, Hyndburn Homes and Peak Valley Housing Association to become Onward Homes Limited.

The housing needs service within the Council carry out the main duties in respect of homelessness:

- Making enquiries and/or decisions on homeless applications.
- Providing general housing advice.
- Reviewing homeless decisions upon appeal.
- Carrying out periodic review of homelessness and publish a homeless strategy.
- Monitoring the service provided by RVH as per service level agreement.
- Manage and maintain the homeless temporary accommodation provision.

Onward deliver the following roles on behalf of the Council these include:

- Maintaining the housing register.
- Securing permanent accommodation to discharge homelessness duty.
- Allocating the Registered Provider stock as properties become available.
- Nomination to Housing Associations as their stock becomes available.

The Council have maintained strong connections with Onward Homes and have established a monthly monitoring meeting to discuss nominations and procedures between the organisations.

Partnership with Registered Providers

Our key registered provider partners in the delivery of new affordable housing and management of existing stock are:

Onward Homes
 Jigsaw Homes
 Great Places Housing Association
 Mosscaire St Vincents

We have worked closely with all of the above partners for many years and we are proud of the achievements we have delivered in partnership.

Last year the completion of the HAPPI Elker Meadows Scheme by Mosscaire St Vincents provided 19 purpose built units for older persons. This unique specialist housing provision addressed an identified need in the borough.

Jigsaw Homes have been the key delivery partner in terms of securing Section 106 units. They also completed a 100% affordable rural housing scheme at Ribchester, this provided 15 rental units in the village.

Great Places Housing Association has continued to secure units on sites across the borough.

We have worked with all providers in the borough to undertake a full review of the allocation policy and nomination agreement, this was completed September 2018.

A bi-annual meeting of all registered providers ensures we keep all our partners involved and informed.

Achievements to Date

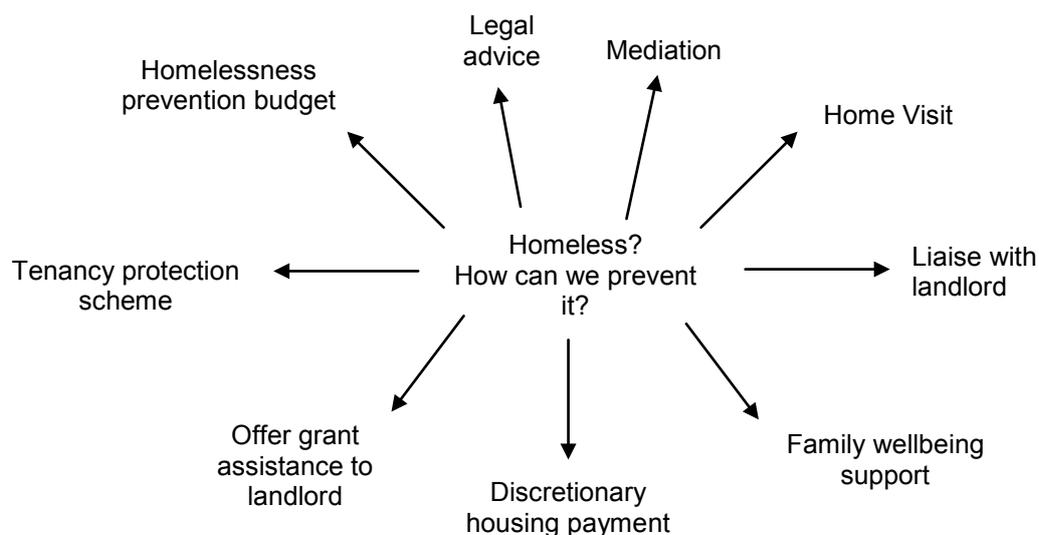
Since the Council's first homelessness strategy in 2003, there has been a strategic direction for the homeless prevention approach that has subsequently been adopted. In the past 5 years there have been many significant achievements in Ribble Valley's response to tackling homeless and the Council has:

- The service is focused to deliver a housing advice approach and focus on homelessness prevention;
- Provide a highly effective tenancy protection scheme which to date has provided 350 households to access accommodation in the private rented sector;
- Reviewed the Allocations policy in light of the Localism Bill and then again in 2018.
- Developed a sanctuary scheme with HARV (Hyndburn and Ribble Valley Domestic Violence Organisation);
- Introduced the YNOT scheme to deliver one to one support for young people facing homelessness through the trailblazer funding
- Maintained a successful and well attended homeless forum;
- Maintained a low use of families being placed into bed and breakfast, under 2 families in any year.
- Carried out consultation events with homeless households;
- Worked with supporting people and Places for people to develop a support service that covered both the hostel and the sidings to share resources.
- Increased nomination rights to the private sector properties by 33 through grant



initiatives for landlords;

- Maintain a repossession prevention fund to assist owner occupiers or tenants at risk of losing their home through no fault of their own. 19 households have been assisted through this scheme.
- Significantly improved temporary accommodation facilities at the hostel with renovation of communal space and improved fire and smoke detection throughout.
- Introduced a new homelessness database to more accurate record keeping Locata.
- Worked in partnership with the Ribble Valley foodbank to support households struggling to feed their family.
- In partnership with the Castlegate project and YMCA there are 3 house share properties available for young people .
- Undertaken a review of all RP stock in the borough and produced an up to date leaflet listing all affordable properties.
- Reviewed the allocation policy, the points system and the housing waiting list in 2018.
- Secured an additional self-contained temporary accommodation unit in Clitheroe.



Ribble Valley Borough Council's Homeless Vision

Ribble Valley Borough Council's vision for homelessness is that every homeless case would be treated as preventable. We will respond in a supportive fashion and work with households to ensure that homelessness is prevented or that other appropriate and sustainable accommodation is found.

By 2018, Ribble Valley Borough Council aims to:

- ensure all households in the borough are aware of the provision of the housing needs service;
- ensure all new housing schemes reflect the housing needs of the locality;
- completely eradicate the use of bed and breakfast accommodation for all homeless households;
- sustain our levels of homelessness presentations and acceptances;
- continue to ensure that homelessness is prevented wherever possible and to prevent reoccurring;
- reduce the length of time in temporary accommodation to an average of 7 weeks;
- meet our corporate ambition of delivering 75 affordable homes per year and ensure they address the identified need of the borough.

All of the actions contained within the Strategy sit under one of the above strategic priorities. The Strategy is broken down into four key areas detailing current performance in gaps in service against each strategic priority heading. Under each heading actions are detailed which will meet the identified gap. Whilst actions are identified throughout the Strategy, under each section a more detailed structure plan can be found at the end of the document that pulls together all of the actions we intend to deliver over the next three years.

In order to make this Strategy a live document that actually delivers against its action plan, all actions are SMART (specific, measurable, achievable, realistic and time bound). The Action Plan will be reviewed annually to ensure it remains relevant and provisions will be made to take into account new priorities and targets.

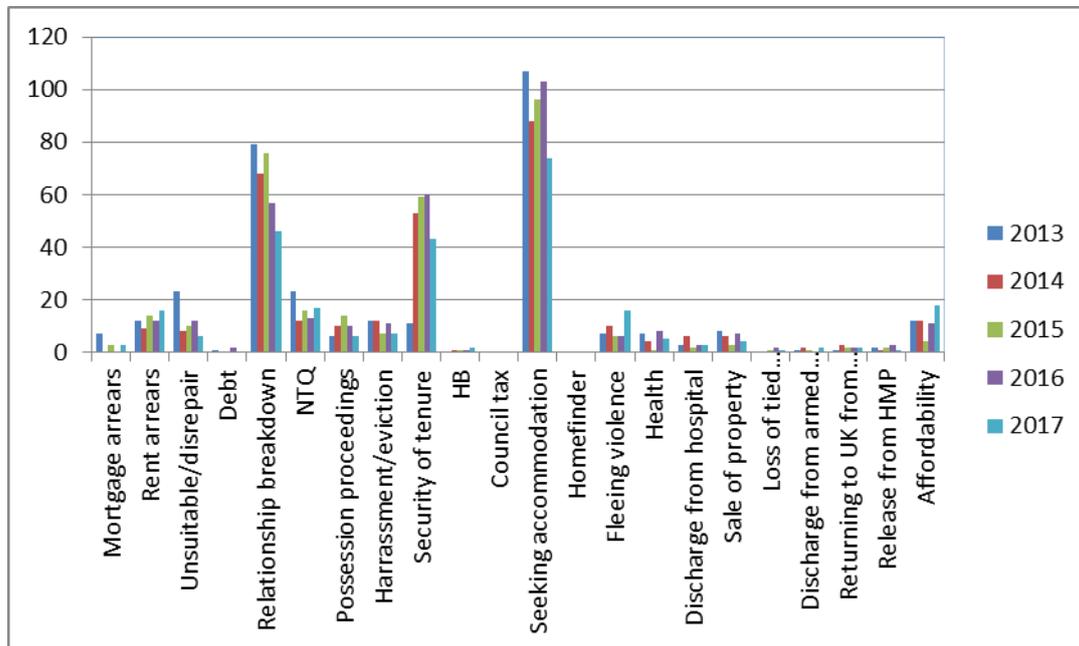
The Homelessness Form will monitor the implementation of the Strategy Action Plan. The Action Plan has been developed in consultation with the Homelessness Prevention Form and the full Strategy document will be sent to all stakeholders and the wider public for consultation prior to formal adoption of the Strategy.

Review of Current Scale and Nature of Homelessness in Ribble Valley

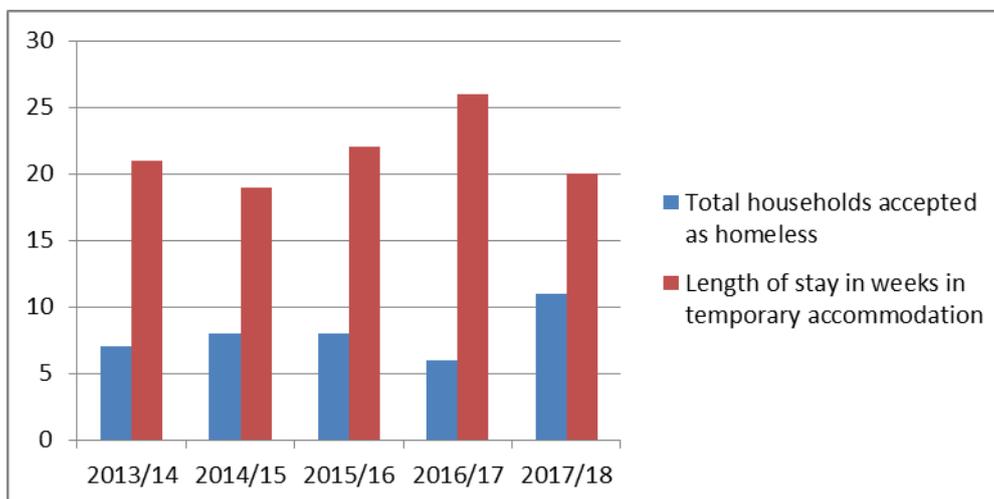
The graph below allows us to identify where our prevention measures should be concentrated. The main reason households approach the council is seeking accommodation, affordable accommodation. In terms of reason for needing accommodation the main cause is parental eviction and relationship breakdown, which is difficult to prevent, but mediation is offered in these cases. The YNOT scheme which was commissioned through the trailblazer project this year, has delivered positive results. This is a dedicated support worker who can provide one to one support for young people at a vulnerable time.

Loss of rented accommodation is the second main cause and raising awareness of early intervention there are initiatives introduced to prevent this, landlords renovation grants and a

floating support service. We will approach the landlord on the tenant's behalf to try to prevent the eviction and where possible resolve the issues. Relationship breakdown is the 3rd most common cause. Therefore it is limited as to how much assistance can be offered other than advice as to the individual's rights.



The graph below shows the number of households accepted as homeless where the Council has a full statutory duty to rehouse. The numbers have remained low over the years and only in the last year gone over the 10 households. This is only a small part of the picture as the main aim of the service is to prevent households reaching this point.

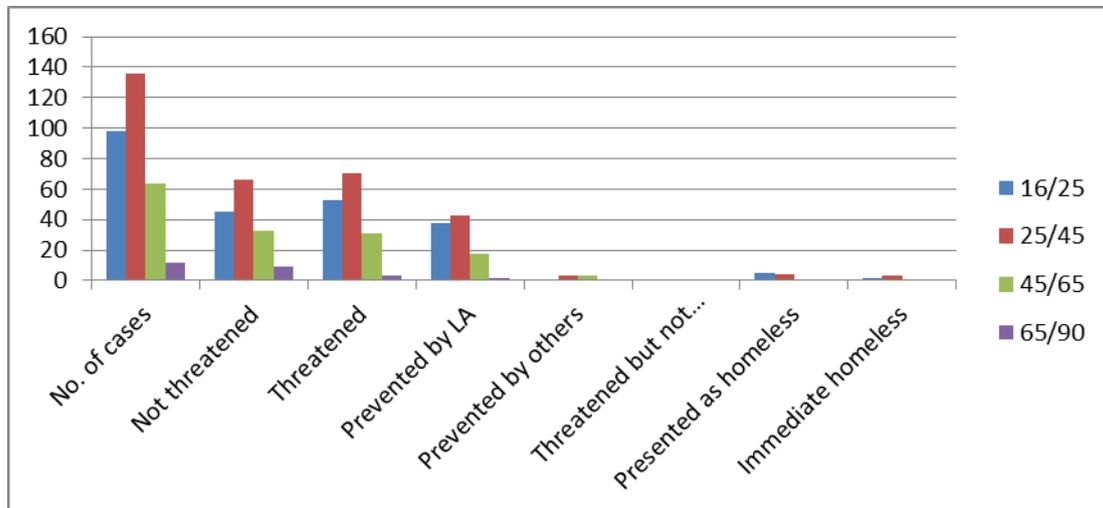


Once we have provided households with temporary accommodation the next challenge is finding those households secure suitable accommodation. This can often take many weeks and this is an agreed priority for the Council to reduce this time period.

The supply of new affordable housing stock, through securing affordable rental units on sites and also ensuring that we have a nomination agreement and an allocation policy that reflects this need is essential.

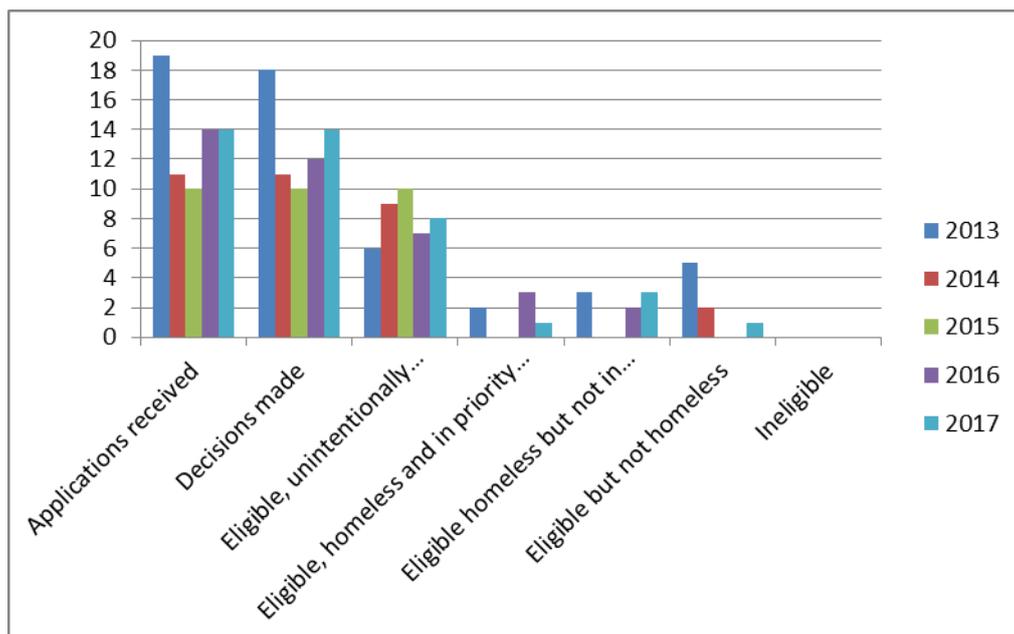
The nomination agreement and allocation policy have been reviewed in 2018, this was undertaken in partnership with Onward and all RP's in the borough were consulted. These policies are essential to ensure that housing is allocated to the most in need in a fair and transparent way.

Advice Outcomes Analysed by Age Group 2014- 2018



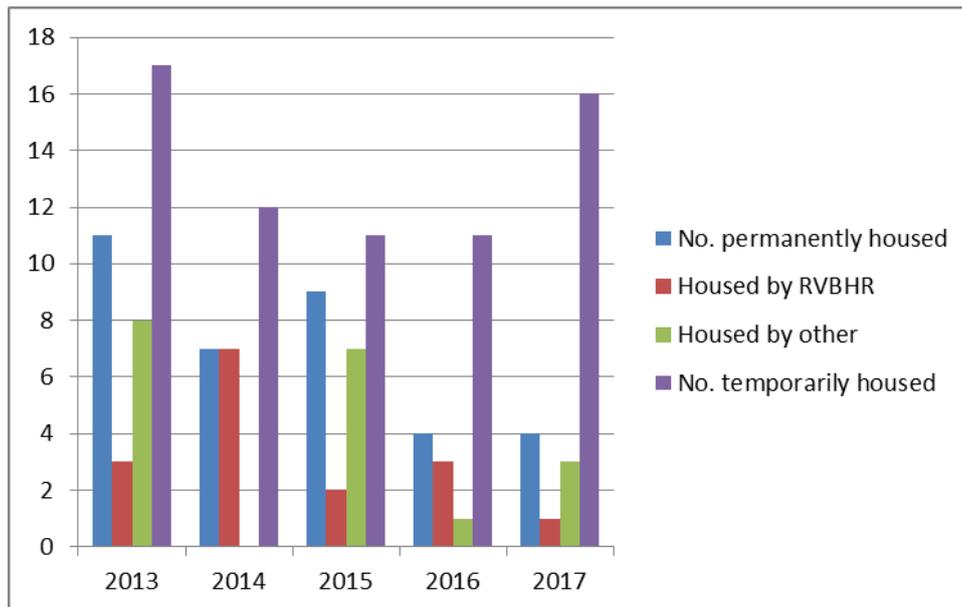
The table above showing the average range of households that seek advice, the highest group is the 25-45 year olds, therefore working age group who are most likely to have dependants. This is followed by 16-25 year olds; very few older persons seek advice for housing.

Homeless Applications Received Over the Past 5 Years and the Decision Made



Of the applications taken over the past 5 years the number where a full duty has been accepted, correlate to the number of applications. There are no significant changes in the numbers of households seeking housing advice.

Graph to Show the Type of Accommodation Provided for Households Facing Homelessness Over the Past 5 Years

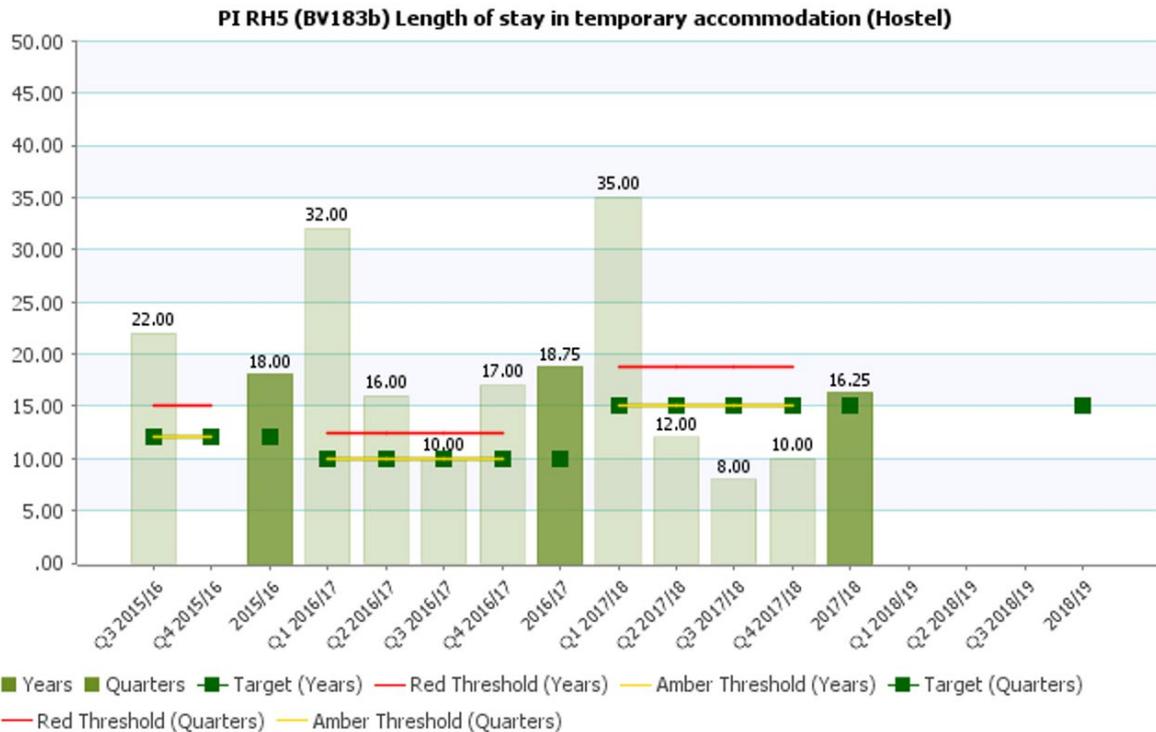


The data above demonstrates the number of households that are assisted by the housing needs service each year and reflects the amount prevention work undertaken in order to reduce the households that are placed in temporary accommodation.

This is a difficult challenge as the housing options for households are limited. The private rented sector provides very little for the households seeking assistance. The private sector market in Ribble Valley is high demand so landlords can demand high rents, high deposits and charge credit check fees. The introduction of new legislation should reduce a lot of this issue and so we may see some improvement in being able to access this sector.

Number of Households in Temporary Accommodation

The average length of stay has increased in the 2 past year. Despite all the initiatives introduced to assist moving on the limited social stock and low turnover make finding secure accommodation a difficult task. The proposed change to Homeless Legislation which will enable housing authorities to offer private rented accommodation to households as a reasonable offer may assist in reducing the length of time in temporary.



Temporary Accommodation – The Current Situation in Ribble Valley

At the Joiners Arms 90 Whalley Rd Clitheroe, the temporary accommodation in Clitheroe, there is 7 units of accommodation, four are fully self-contained units, three units have toilet and wash hand basins, and share bathroom facilities.

There is one additional self-contained flat in Clitheroe and in Longridge, therefore proving 9 temporary units in total for families and single households.

The facilities have been continually improved and since taking back the management there has been an intensive programme to improve the fire protection and communal area. The accommodation now has on-site laundry facilities, a communal meeting room, access to IT facilities and a garden and play area. The aim is to continue to improve the accommodation through the annual works programme.

There is an on-site warden service every weekday.

Support is provided by Places for People and they support clients in the hostel on a daily basis.



Young persons accommodation The Sidings also provides 7 self contained flats for 16-19 yrs olds. The scheme gives priority to referrals from Children's Social Care and for those referrals that have no priority then they are given a 56 day licence. This is to ensure 16/17 year olds are placed in the supported accommodation and given priority.

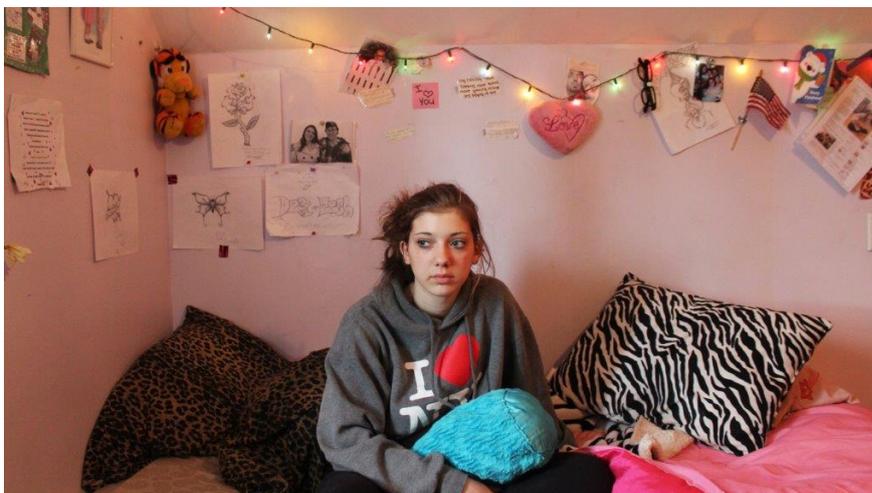
Appendix 1 lists the main areas of improvement service users have identified.

Prevention of Homelessness against the Main Causes

Current Situation in Ribble Valley

The housing need service is completely focused on prevention. This is reflected in the steady reduction in the number of decisions made. For each cause of homelessness there is a preventative tool available. For the two main causes in the borough relationship breakdown and parental / family eviction there is a limited amount of intervention, however early advice is always helpful.

Whilst this is a huge achievement, the homelessness strategy seeks to build upon this achievement. The homeless review has identified a number of weaknesses in the existing services and identified potential increases in homelessness in certain areas. The strategy seeks to ensure that these gaps are responded to through an effective action plan. It will also be important to safeguard the existing prevention budgets particularly the tenancy protection scheme to ensure we can respond to the ongoing demand. It is a key priority to ensure that housing advice is available to all the homeless households or those threatened with homelessness throughout Ribble Valley regardless of priority need.



One of the most successful preventative initiatives is the tenancy protection scheme, which has enabled over 350 households into private rented accommodation since being established. However landlords are becoming more reluctant to accept the bond as there is always high demand for property without taking a higher risk tenant. It is

essential to ensure that these households have access to support and advice and do not become homeless either as a result of the end of their assured shortfall tenancy or due to arrears.

The Floating Support Service provided a crucial service for 6 years in ensuring that households at risk of losing their property within the private rented sector. Unfortunately now there is no support available for households in this position. The lack of this provision was identified as a key area that needed addressing at the homeless forum, particularly in light of the fact that the homelessness review identified that the main causes of homelessness in Ribble Valley is family and friends evicting.

It will be necessary to identify the real reasons for these evictions in order to be able to respond effectively with a range of prevention mechanisms. Whilst home visits are available

to establish the real reason and mediation is always offered, we identified a need to develop a prevention package in partnership with a range of services specifically targeted at young people this is delivered by YNOT. The package includes early intervention signposting and referrals to floating support, mediation, supported accommodation and identified planned moves from the family home. This early intervention may help young people to return to the family home after a cooling off period. All this will improve relations resulting in family support where this is not possible.



Non-violent relationship breakdown is the second highest cause of homelessness in the Ribble Valley. Our preventative input is somewhat limited in personal relationships. However, a new information leaflet has been produced which provides legal advice and general guidance on this matter and mediation is offered where appropriate. Loss of assured shorthold tenancy is the third highest cause of homelessness. This cause again has seen a significant reduction. The repossession prevention scheme offers financial assistance for households facing repossession where there are dependants and the reason is ill health or loss of income. There have been considerable resources introduced to initiate this reduction. The grant initiatives available are a powerful communication mechanism for engaging landlords. The nomination rights attached to grants ensures we remain in regular contact with landlords and the condition that the landlords accept the tenancy protection scheme.

The availability of affordable private rented properties through the landlord grant scheme is another invaluable resource. Through this scheme homelessness can often be prevented removing the use of temporary accommodation for many households. The 3 house share properties made available through partnership with Castlegate, YMCA and RVH Home visits are another valuable preventative measure particularly in family relationship breakdowns again reducing the use of temporary accommodation.

PROVISION OF AFFORDABLE ACCOMMODATION

Meeting the housing needs of people in the Ribble Valley is a corporate objective of the Council. This objective has been identified as one of the four key ambitions of the Authority. The importance of this cannot be over emphasised. Some key statistics for the Borough with regard to affordability include:

- Affordability has improved over the past four years with the ratio of lower quartile house prices to lower quartile earnings to being 9.8 in 2010 and 7.8 in 2012; and 8.1 in 2017.
- Ribble Valley has the lowest proportion of social dwellings in the northwest with 7.5%

a total of 2304 units in 2017. The area is projected to experience the largest increase in population in the northwest. The average house price for the whole district in 2017 was £242,510.

- Current government guidance on assessing affordability recommends using the ratio of house price to income. A ratio of between 3 and 4 to 1 is deemed to be the upper limit of affordability. In Ribble Valley only 1 ward falls into this range .In 2017 the average ratio is 8.1.

This affordability issue has a massive impact on all aspects of the homelessness service and is at the root of all obstacles in homelessness prevention.

Affordability has always been a key barrier in Ribble Valley.

Lancashire Authorities	Average (Mean) House Prices in 2016/17	Mean Monthly Private Sector Rents in 2016/17	Mean Annual Earnings in 2017	Ratio of House Prices to Incomes	Income required for 80% mortgage (80% at 3.5x)	Percent of Housing Benefit Claimants in Employment	Unemployment Rate 2016/17	Long-Term Empty Homes	Second Homes	Total Housing Association Affordable Homes 2017
Blackburn with Darwen UA	£125,599	£489	£22,370	5.6	£28,708	11%	6.0%	1,563	171	11,676
Blackpool UA	£116,074	£521	£20,056	5.8	£26,531	17%	6.7%	1,174	598	2,346
Bolton	£148,372	£551	£24,648	6.0	£33,914	18%	5.4%	1,525	585	25,964
Bury	£174,001	£598	£27,383	6.4	£39,772	20%	5.2%	1,050	285	4,885
Rochdale	£141,006	£497	£23,634	6.0	£32,230	17%	6.9%	901	287	21,168
Wigan	£142,807	£496	£25,022	5.7	£32,642	16%	4.8%	1,341	406	3,678
Lancashire	£169,598	£538	£25,418	6.7	£38,765	17%	4.2%	7,692	2,913	57,272
Burnley	£98,272	£449	£23,728	4.1	£22,462	16%	5.6%	1,115	182	5,966
Chorley	£197,045	£568	£25,407	7.8	£45,039	19%	4.3%	502	137	6,805
Fylde	£217,312	£591	£28,231	7.7	£49,671	19%	3.5%	470	574	2,746
Hyndburn	£111,279	£458	£22,688	4.9	£25,435	15%	5.1%	710	78	4,914
Lancaster	£176,596	£538	£25,974	6.8	£40,365	17%	4.5%	1,006	668	2,821
Pendle	£123,167	£458	£24,887	4.9	£28,152	18%	4.7%	900	176	4,631
Preston	£155,842	£534	£24,045	6.5	£35,621	19%	5.7%	990	302	11,613
Ribble Valley	£242,510	£683	£29,910	8.1	£55,431	12%	2.3%	206	222	2,304
Rossendale	£152,061	£498	£25,111	6.1	£34,757	10%	5.0%	554	154	4,654
South Ribble	£169,199	£579	£25,511	6.6	£38,674	22%	3.6%	375	92	5,310
West Lancashire	£209,054	£556	£26,775	7.8	£47,784	18%	4.7%	636	98	1,519
Wyre	£172,272	£573	£23,863	7.2	£39,376	15%	4.2%	228	230	3,989

The actions taken to address the problem have been wide spread and many have been achieved corporately:

- Housing strategy delivery plan: the main focus is delivering affordable housing and addressing the identified needs.
- The Council set a target of delivering 75 affordable homes per year and this has been achieved annually.
- The Council approved a Addressing Housing Needs Policy to secure 30% affordable housing on all developments and 15% to be for older people.
- There is a Ribble Valley affordable housing development protocol, which assists developers at every stage in the process to encourage applications.
- The Council invests over £100,000 of capital funding every year for development of private rented sector properties;
- The Council has undertaken housing needs surveys across over 90% of the Borough to clearly identify the type, tenure and size of housing required;
- In 2005 a Tenancy Protection Scheme was established with a bond covering up to £800. This needs to be reviewed as acceptance of this amongst landlords has reduced significantly.

The landlord/tenant grants available to landlords to renovate private rented property to a high standard is an initiative that has been fundamental in achieving a reduction in the length of time families stay in temporary accommodation. The scheme has gradually evolved into the initiative we have today but has existed for over ten years.

Landlords are offered grant aid of up to £10,000 per flat and £15,000 for a house. This is a 50% contribution towards renovation costs and is, therefore, match funded. In exchange for the grant the conditions are that the property must be let for up to five years; that the landlord must accept nominations and the rent level is set in line with local housing allowance.

As of April 2012 there are 46 private rented properties that the Local Authority has nomination rights to through the scheme. As properties become available householders in temporary accommodation are first to be considered for these properties.

The reduction of the local housing allowance has become another serious hurdle in tackling affordability. Under the scheme Ribble Valley is the third most affected Local Authority nationally. Almost 60% of all claimants of housing benefits in the Ribble Valley saw a reduction in their entitlements with the introduction of a local housing allowance. This is a disincentive for landlords to accept tenants in receipt of benefits or to invest in rental properties in the Borough, coupled with the removal of direct payments to landlords.

To counter balance the effects of this the grant available for each unit through the landlord/tenant grant was increased and no longer available in Longridge where the local housing allowance has been increased. Ribble Valley is split into four areas under the local housing allowance and the central Lancashire allowance, which incorporates Longridge, has seen an increase.

Strategic Housing Market Assessment 2013

The Strategic Housing Market Assessment carried out in 2013 established that there is a need for 404 affordable dwellings per year in Ribble Valley; however this figure does not equal the number of new affordable units to be built. The need will be met through a wide range of sources – but particularly by making better use of vacant stock, by making better use of the existing stock and through the private rented sector.

- ii) One bedroom and four bedroom affordable homes are particularly required.
- iii) Relatively few households in housing need could afford Affordable Rent at 80% of the median market rent. The most practical level to set Affordable Rent to meet substantial need is at 70%.
- iv) Factoring higher affordability thresholds households in the private rented sector pay in current market conditions and the supply of private rented accommodation (via LHA) to house those requiring affordable housing, the need for new affordable units reduces notably – however changes to the administration of LHA mean that it is unlikely to continue.

Cost and Affordability of Housing

According to data from the Land Registry, the mean house price in Ribble Valley in the third quarter of 2012 was £246,519, higher than the average for the North West region and England as a whole. Data shows that whilst prices have remained largely static since the economic downturn, the number of property sales has fallen dramatically.



- ii) The cost of housing by size was assessed for all tenures across the Borough. Entry-level prices in Ribble Valley range from £90,300 for a one bedroom home in the Clitheroe price market up to £304,000 for a four bedroom property in the Rural price market. Entry-level rents in Ribble Valley range from £400 per month for a one bedroom home up to £1,000 per month for a four bedroom property.
- iii) Housing market gaps analysis shows the nature of the housing ladder in a particular locality. An analysis of the gaps between each tenure shows that there is a large income gap between the social rented sector and market entry. This indicates that intermediate housing priced within this gap could potentially be useful for a number of households in Ribble Valley.
- iv) Flexible Tenancies are being introduced as a new tenure. They will allow Affordable Rent to be charged. Affordable Rent will be based on the open market value of each property. Within Ribble Valley, as bedroom size increases the range of Affordable Rents possible increases.
- v) Although affordability has theoretically improved since the start of the economic downturn, there remains a large proportion of households in Ribble Valley that are unable to afford to buy.

Future Timetable for Homelessness Strategy

The strategy has been approved by Health & Housing Committee. The achievements to deliver the action plan set out in the document will be reported bi-annually to the homeless forum and annually to Health and Housing Committee.

Should there be any requirement to amend the document in the 5 year period then this will be reported to Health and Housing Committee.

Strategic Aim – IMPROVE THE HOUSING ADVICE, INFORMATION AND SUPPORT AVAILABLE

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Improve documentation/written advice given at initial interview	All households seeking accommodation should leave with written advice. Develop business card with all key tel numbers on and how to find more information.	Dec 2018	Within existing resources	HLN Steering Group Housing Needs Officer
Develop good communication with all relevant organisations	Review HLN forum attendees, ensure all agencies are represented	Review annually at each Homeless Forum	Within existing resources	HLN Steering Group Ribble Valley Strategic Partnership
Introduce new database to capture all the required information for HCLIC	Locata database purchased April 2018		Within existing resources	Housing Strategy Officer IT Section Housing Needs Officer Locata support
Collate information on all relevant HLN services in Ribble Valley and neighbouring authorities	Ensure all the information is on the Council's website	April 2019	Within existing resources	Housing Needs Officer Housing Strategy Officers
Ensure up to date and relevant HLN information is accessible	Update and maintain housing section information on the Ribble Valley website and front line staff have basic housing rights knowledge	Monitored quarterly	Within existing resources	Housing Strategy Officer Housing Admin Officer
Provide support to all households where housing is insecure	Refer all potential homelessness households to the most appropriate support provider	Monitored quarterly	Within existing resources Report the need for additional	Lancashire Wellbeing Service Children and Family Wellbeing Service Transforming Lives
Improve communication with clients	Use text messages/email where client prefers	March 2019	Within existing resources	Housing Needs Officer Housing Admin Officer

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Advice available to all households on request during working hours	Ensure an officer is available at all times	Ongoing	Training costs for staff	Housing Needs Officer Housing Officer Housing Admin Officer
Ensure staff are kept up to date with homelessness case law.	Provide annual case law training for housing needs staff.	To organise.	Training costs for staff.	Housing Strategy Officer NHAS
Raise awareness of all housing services across the borough	Use Council newspaper, website, twitter, Parish Council meeting and village notice boards to promote the service.	On going	Within existing resources	Housing Strategy Officer Parish Council Liaison
Establish a baseline of satisfaction and identify where improvements can be developed	Undertake customer satisfaction research	annually	Within existing resources	Housing Strategy Officer Places for People
Improve housing information on the website	Regular updates of the website to be done as routine	April 2019	Within existing resources	IT Service Housing Officer
Improve accessibility of service outside of Clitheroe with a focus on Longridge	Demonstrate use of service from households outside of Clitheroe.	June 2019	Within existing resources	Housing Needs Officer
Respond to any 'duty to refer' requests	Set up a referring email address and a standard response.	Dec 2018	Within existing resources	Housing Strategy Officer IT service.
Deliver homeless prevention trailblazer project for young people	Work in partnership with YNOT to ensure the project supports as many young people facing homelessness as possible.	Ongoing till March 2019	Trailblazer funding through LCC	LCC Co-ordinating Officer Housing Strategy Housing Officer YNOT Support Officer & Manager

Strategic Aim – PREVENT HOMELESSNESS IN THE BOROUGH

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Utilise discretionary housing (DHP) payments to prevent homelessness.	Advise and support households to make discretionary housing payment claims	Monitored annually	Utilise DHP monies annually	Housing Benefits Housing Strategy Officer
Maximise the use of 'Spend to Save' Policy across the homelessness service	Consider all available funding streams which may prevent homelessness at each interview	To be monitored	Homelessness directorate funding. Grant budget.	Housing Committee Housing Strategy Officer
	Improve communications link with housing benefits section and improve flexibility when dealing with vulnerable households	Ongoing	Within existing resources.	Housing Strategy Officer Housing Benefits Manager
Raise awareness of the importance of early intervention	Utilise all available support services and the requirements of the new act.	June 19	Within existing resources	Landlords Forum Group Housing Needs Officer Communication Officer
Prevent homelessness through loss of RSL tenancy	Ensure early warning system in place with each RSL in the borough	Jan 2019	Within existing resources	RSL's Housing Strategy Officer
Ensure service users are satisfied with current level of service	Consult with service users as to the standard of service received-through completion of a survey	ongoing	Within existing resources	Places for People Housing Strategy Officer Scheme Warden
Update list of all temporary and permanent housing providers in the borough	Produce a leaflet and distribute to all service providers	May 2019	Within existing resources	Housing Strategy Officer Housing Needs Officer
Annually undertake a full review of the homeless strategy	Utilise HLN forum to consult with all service providers	May 2019	Within existing resources	Housing Strategy Officer HLN Steering Group
Maintain homeless forum group to regularly monitor performance of initiatives	Meet twice a year to review progress and update the action plan	Ongoing	Within existing resources	Homeless Forum

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Investigate option of recruiting a part time floating support worker to support households at risk of homelessness.	To propose the additional staff hours to Strategic Housing Working Group	April 2019	Request to be reported to Health and Housing Committee.	SHWG Homeless Forum Housing Strategy Officer
Prevent homelessness precipitated by health issues	Develop joint working protocols for hospital discharge.	June 2019	Better care fund	Health & Wellbeing Group Health & Housing Committee
	Improve referral pathways between agencies to enable access to supported accommodation	July 2019		

Strategic Aim – IMPROVE PROVISION AND SUITABILITY OF TEMPORARY ACCOMMODATION AND REDUCE THE LENGTH OF TIME SPENT IN TEMPORARY

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Improve links with Steeping Stones and M3 scheme	Ensure we keep as many options open to young people	January 2020	Within existing resources	Housing Strategy Officer M3 Manager
Utilise specialist housing schemes outside borough	Improve communications with out of borough schemes	Sept 2019	Within existing resources	Housing Strategy Officer Housing Needs Officer
Maintain close working relationship with Onward	Organise monthly meeting with a standard agenda item of temporary accommodation	Dec 2018	Within existing resources	Onward Housing Needs Officer Strategic Housing Officer
Improve access to work for households in temporary accommodation	Provide IT access at the hostel in Clitheroe Consider wifi	Jan 2020	Using ODPM monies	IT Section Housing Strategy Officer
	Work with Job Centre and Connexions to provide IT support for completion of job applications on line	Jan 2020	Within existing resources	Job Centre Connexions Housing Strategy Officer
Reduce length of time spent in temporary accommodation	Move on housing plan to be part of support plan	March 2019	Utilising ODPM funding	Onward Housing Strategy Officer Places for People
Reduce the length of time spent in temporary accommodation	Ensure all housing options considered and maximised for every household. Weekly updates on each household with support worker.	March 2019	Within existing resources	Onward Housing Officer Places for People
Ensure that all children from homeless households receive necessary health check	Refer all children from homeless households to a Health Visitor	January 2019	Better care funding	Housing Strategy Officer Health Centre Places for People
Improve and utilise garden room at hostel	Ensure room is kept clean and there is access for all	April 2019	Within existing resources	Homestart LCC Adult Education Housing Officer Inward House

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Improve services for households with mental health needs	Ensure engaging in support is part of housing plan	June 2019	NHS funding	Mental Team Manager Housing Strategy Officer
Consult service users of their experience in temporary accommodation	Carry out an exit questionnaire with each user. Present the feedback to the homelessness forum.	Twice each year	Dependant on homeless budget and grant availability.	Homeless forum Places for people
Increase supply of affordable housing and maximise use of existing	Work with partner RP's to deliver maximum number of rented units on Sect 106 sites and grant aided sites.	On going	Homes England Funding Sect 106 contributions	Developers RP's Homes England

Strategic Aim –INCREASE HOUSING OPTIONS FOR HOUSEHOLDS AND TYPES OF AFFORDABLE SECURE HOUSING OPTIONS.

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Prevent the loss of any social housing available for homeless households	Secure the maximum amount of social rent through Section 106 Agreements Prevention conversions of social rent where possible	Ongoing through regular market engagement	Development dependent	Housing Strategy Officer Registered Social Landlords
Increase the amount of private rented affordable housing available for homeless households	Engage with private landlords and agents to encourage them to accept households on benefit and the TPS	June 2019	Landlord/tenant grant funded	Local estate agents Housing Needs Officers
Set affordable secure rent levels and nomination rights	Promote grant available to encourage landlords to invest in private rented sector	January 2019	Private sector grant budget	Housing Strategy Officer Health & Housing Committee
Maintain Tenancy Protection Scheme	Annually top up the scheme and ensure maximum number of households benefit and can access the private rented sector	June 2019	Consider bidding for additional funding	Housing Strategy Officer
Increase the number of affordable private rented properties available for homeless households.	Maintain the funding available for landlord tenant grants in 2013-2018		Annual budget of 100k transferred into landlord tenant budget	Housing Strategy Officer Health & Housing Committee
Negotiate the min % of social housing to be allocated to homeless households	Establish the current nominations levels to homelessness. Engage with all RSL's and agree % of nominations	January 2019	Within existing resources	Housing Strategy Officer Onward

<u>INITIATIVE</u>	<u>ACTION</u>	<u>DATE TO BE IMPLEMENTED</u>	<u>RESOURCE IMPLICATIONS</u>	<u>PARTNERS</u>
Ensure all partners aware of level of need in borough and kept fully informed of demand	Arrange regular RSL forums and Housing Forums	Agreed with RP's to meet twice a year	Within existing resources	Chair of Health & Housing Housing Strategy Officer RP's
Improve single low income earners access to affordable housing	Work with developers to secure young person's accommodation	September 2020		Developers Development Control RP's
Agree one bed accommodation is developed as a priority.	Encourage private landlords to consider one bed accommodation.	April 2020	Utilise social rent grant	Housing Strategy Officer Housing Officer
Under take a full Review the Allocation Policy and Nominations procedure	Work with RP's to review the documents	Jan 2019	Within existing	Onward Homes All RP's

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 9

meeting date: THURSDAY, 17 JANUARY 2019
title: SETTING A MAXIMUM VALUE FOR AFFORDABLE DISCOUNT SALE PROPERTY
submitted by: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

1 PURPOSE

1.1 To propose a maximum value for affordable discount sale units developed in the borough in order to ensure the units meet the affordable housing definition.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To address affordable housing need.
- Corporate Priorities – To be a well-managed Council.
- Other Considerations – None.

2 BACKGROUND

2.1 The cost of housing compared to household income ratio is frequently used in research into housing affordability. In Ribble Valley the high house prices compared to income levels is often used to support affordable housing delivery and to highlight the difficulties households face in order to access home ownership.

2.2 Housing cost can be compared to earnings (the amount the employee earns before tax and benefit) or to household income, or the income a household receives after tax and benefits. Earnings data is frequently used because it is readily available at local level, however income data provides a more complete picture. It accounts for households with multiple earners and those with a higher proportion of their income coming from benefits.

Affordability and Tenure

2.3 Home ownership has become increasingly difficult to access particularly for first time buyers as house price growth has outstripped growth in wages. Median house prices in England are now 7.9 times higher than median earnings. Appendix 1 National Housing Federation the Housing markets in the North West shows a table that sets out all the house price to income ratios across the North West and highlights that Ribble Valley is in the top five with a ratio of 8.1.

2.4 The decline in the affordability of home ownership together with pressure on the social rented sector has prompted growth in private renting. As private rents rise the private rented sector has experienced its own affordability issues.

2.5 Access to social housing is constrained by lack of supply, the number of new homes provided for social rent declined from 39,516 in 2010/2011 to 5,900 in 2016/2017. Following their introduction in 2011/2012 the number of new homes for affordable rent initially increased rapidly with 40,000 new units being provided in 2014/2015. However the number of new affordable rent units in 2015/2016 was lower at 24,390.

3 ISSUES

3.1 The proposal is to set a maximum value of an affordable discount sale housing unit in

the borough. Using the definition of affordable housing for discount sale property, 'to address the housing needs of those households unable to access the housing market', could be challenged when there is no upper value set for the sale of discount sale units and hence why there is a proposal to set a maximum value. Discount sale units in the borough have always proved to be in high demand and a popular affordable home ownership option. This type of property has a straightforward percentage discount from the open market value. A 40% discount is applied to dwellings in rural areas and 30% discount for dwellings in urban areas. At point of sale 100% of the property is sold and no other body owns the proportion that is discounted and there is no rent to pay on that figure. At the point of sale the discount is applied and when in the future the property is resold, whenever that may be, the benefit of the discount is passed on then to future purchaser. This along with the local connection requirement is monitored through the Section 106 Agreement.

- 3.2 This form of affordable housing delivery does not require any Registered Provider (RP) input and therefore can be delivered by the developer. This brings the advantage that there was no reliance on RPs to deliver the units and therefore at times when RPs are making restricted investment in new stock, this product has proved to be both popular and useful in the provision of affordable homeownership units.
- 3.3 The option of delivery of an affordable unit by securing the discount has, in some cases, been used where a holiday let restriction is being lifted on a property and there is a requirement for the property then to become affordable. In these examples it is important that the value of the property remains accessible to those households in housing need. In certain parts of the borough even applying a discount may not provide a property which is accessible to households in affordable housing need, hence the proposal to set a maximum value.
- 3.4 Therefore the proposal is for a value to be set which will be calculated using the following formula.

The average weekly fulltime income in the borough x 1.5 = for weekly household income x 52 for the annual income X 4 for the which is the standard mortgage calculation.

Using information from <https://www.nomisweb.co.uk/reports/lmp/la/contents.aspx>

$A \times 1.5 \times 52 \times 4 =$ maximum house value of discount sale property.

Worked example using figures from the table below;

$604.9 \times 1.5 = 907.35$

$907.35 \times 52 = 47,182.20$ annual income

$47,182.20 \times 4 = \pounds 188,728.80$ max discount sale value.

Earnings by place of residence (2018)			
	Ribble Valley (pounds)	North West (pounds)	Great Britain (pounds)
Gross weekly pay			
Full-time workers	604.9	529.6	571.1
Male full-time workers	594.8	571.9	612.2
Female full-time workers	603.6	472.4	510.0
Hourly pay - excluding overtime			
Full-time workers	15.40	13.35	14.36
Male full-time workers	14.50	13.90	14.89
Female full-time workers	16.01	12.55	13.56
Source: ONS annual survey of hours and earnings - resident analysis			
Notes: Median earnings in pounds for employees living in the area.			

Currently this equates to a value of £188,729. Therefore this will be fixed as the upper limit that any affordable discount sale unit could be sold for at first sale. It is proposed that this straightforward calculation will be included in the Section 106 definition of discount sale.

Future sales of the property will be in line with standard house price inflation.

This will ensure that those developers considering developing units with a discount will be aware of the upper value restricting the value.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – No impact on resources.
- Technical, Environmental and Legal – To introduce a formula rather than a fixed value will ensure the value stays in line with household income over time. There may be some issue with mortgage lenders but that will be addressed if raised.
- Political – Important that affordable housing stock remains affordable in the future.
- Reputation – Essential that the discount sale properties remain accessible for those households in affordable housing needs.
- Equality & Diversity – Ensure fair access to all.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Accept the proposal to introduce a formula as the maximum value of a discount sale affordable property.

5.2 Agree that the proposed formula will go out to consultation for 6 weeks.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

NICOLA HOPKINS
DIRECTOR OF ECONOMIC DEVELOPMENT
AND PLANNING

For further information please ask for Rachael Stott, extension 3235.

REF: RS/EL/CMS/H&H/170119

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 10

meeting date: THURSDAY, 17 JANUARY 2019
title: INDEPENDENT REVIEW OF DISABLED FACILITIES GRANTS
submitted by: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

1 PURPOSE

- 1.1 To inform Committee that an independent review of disabled facilities grant process was commissioned by the Department of Health and Social Care. The review looks at how the DFG currently operates and makes evidence based recommendations for the future.
- 1.2 Overall the aim is to support more people of all ages to live in suitable housing so they can stay independent for longer and make the case for more joined up action across health, housing and social care.
- 1.3 Relevance to the Council's ambitions and priorities:
 - Community Objectives – To address the housing needs of all households in the borough.
 - Corporate Priorities - To be a well-managed Council.
 - Other Considerations - None

2 BACKGROUND

- 2.1 The review looks at the current way the disabled facilities grant is delivered and how it could be improved to reduce pressures on health and social care. It shows how changes in the home such as providing a shower instead of a bath can transform the lives of disabled and older people and enable them to remain independent.
- 2.2 Governance of the scheme overall needs to be improved and resources distributed fairly and transparently and services update to provide faster and more effective solutions in keeping with today's lifestyle.
- 2.3 The review is attached at Appendix 1.

3 ISSUES

- 3.1 The report is for information only and highlights the benefits DFG's can provide.

5 CONCLUSION

- 5.1 Note the contents of the report for information.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

NICOLA HOPKINS
DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING

For further information please ask for Rachael Stott, extension 3235.

Disabled Facilities Grant (DFG) and Other Adaptations: External Review



Dec
2018

Summary

Sheila Mackintosh, Paul Smith, Helen Garrett, Maggie Davidson, Gareth Morgan, and Rachel Russell



Foundations

bre



Ferret Information Systems

Introduction

In 2019 the Disabled Facilities Grant (DFG) will be 30 years old. Originally, it was one of several housing grants available to fund repairs, improvements and adaptations. All the other grants have now gone, and the DFG is part of the Better Care Fund; a pooled budget seeking to integrate health, social care and, through the DFG, housing services.

This Review looks at how the DFG currently operates and makes evidenced based and practical recommendations for how it should change in the future. The aim is to (1) support more people of all ages to live in suitable housing so they can stay independent for longer; and (2) make the case for more joined up action across housing, health and social care.

Home is central to everyone's lives, but is particularly important for disabled and older people, as it is where they spend most of their time. Increasing numbers are living alone, especially in later life. Ability to get in and out of the home, move around inside, access the bathroom, receive friends, cook and go to bed has a significant effect on people's dignity, autonomy and wellbeing.

The majority of disabled people are living in ordinary housing but only 7% of homes in England have basic accessibility features such as downstairs toilets and level access. Three quarters of deaths relating to falls happen in the home, and falls represent 10-25% of ambulance call-outs to older adults. Once admitted in an emergency, older people use more bed days than other people (65%) and falls often precipitate a move into residential care.

The DFG is often seen as simply providing level access showers, stair lifts and ramps. This review proposes a fresh approach that is all-encompassing and creates a home environment that enables disabled people to live a full life. Districts and counties, housing and social care, occupational therapists and grants officers will need to work together to establish person-centred services that meet a disabled person's needs in a more preventative, holistic and timely way.

How the DFG is used now

Government investment in the DFG has more than doubled over recent years. However, local authorities have reduced the amount of additional funding that they contribute. This has meant the number of homes being adapted has not significantly increased (although numbers for 2017/18 are not yet available).

Nearly two-thirds of DFG applications are for older people, just over a quarter for working age adults and a small but growing minority for disabled children and young people.



Nearly 60% of applications are made by owner-occupiers, not surprisingly as most older people own their own home. A third of applications are made by tenants of housing associations, with only 8% from private tenants, although the numbers of disabled tenants are now similar in each tenure. This highlights a clear disparity between the ability of disabled private and social tenants to adapt their home, a situation which is particularly acute in London. Adaptations for council house tenants are funded entirely separately, not through the DFG.



Nearly 9 out of every 10 applications relate to physical disabilities and 90% of adaptations provided are either level access showers, stair lifts or ramps. The average cost is around £9,000 but most work is under £5,000. This varies by region, with the highest costs in London and the lowest in the North East. Of the people who are assessed as needing an adaptation, around a third drop out along the way, usually due to financial reasons.



					
Showers	Straight stairlift	Curved stairlift	Ramp	Extn	Other
55%	15%	10%	10%	3%	7%
Average cost £4,755	£2,358	£4,495	£3,928	£31,939	N/A

The challenges

The initial brief for this project, previous reports, and new evidence about the current situation collected as part of this review, identified several challenges with the DFG:

- The increase in central government resources has not yet resulted in more people being helped due to reduced financial input from local authorities, lack of revenue funding, more complex cases and higher cost of work.
- Fear of triggering demand that cannot be met means that there is still little analysis of local needs and minimal advertising of the DFG. This makes it very hard for people to find out about the help available, particularly home owners and private tenants.
- The delivery process is often slow and cumbersome, with numerous handovers.
- The complexity of the DFG delivery system makes it hard for other professionals to understand it and reduces opportunities for preventative action.
- Restrictive upper limits on the cost of work and lack of contributions from health and social care can sometimes result in solutions that are not effective.
- Too many people drop out of the process, often because they must contribute to the cost.
- There is tenure inequity with a high proportion of grants going to registered providers when disabled people are increasingly in the private rented sector. The council stock remains outside the DFG which makes strategic planning more difficult.
- Reporting on outcomes is hindered by the heterogeneity of cases, staff time constraints and lack of data sharing, and this makes it hard to argue for additional resources.
- The Better Care Fund (BCF) and Health and Wellbeing Boards (HWB) could play a more strategic role but need to be focused on housing, not just on health and care outcomes.

- There has been a loss of information and advice services for people ineligible for the DFG.
- Changing expectations, new materials and advances in information technology mean the DFG needs to evolve if it is to remain relevant for the next decade and beyond.
- The challenge is to join up the process and shift the thinking from ‘welfare’ to ‘investment’ so that decisions are taken, not at crisis point, but in a more preventative way that is based on the long-term health and wellbeing of disabled people and their families.

Joining it up - strategically

Up and down the country there are many dedicated professionals doing their best for disabled people but struggling with processes and systems that are not fit for purpose. One of the main problems is that responsibility for the customer pathway is often split between different organisations and departments that have separate objectives and budgets. Where services work best, there is a joint commitment at a senior and strategic level between housing and social care; districts and counties. We call this the “Goldilocks Approach” because it brings together the knowledge, skills and funding required to deliver a person-centred approach that is ‘just right’.

Previous reviews and guidance have suggested that this is the way forward, but across much of the country it has not happened. We recommend that Government make it a condition of funding that Housing and Health Partnership Boards are set up (linked to existing Health and Wellbeing Boards) with responsibility for the strategic oversight and planning to meet the housing needs of disabled and older people in their locality.

This should be underlined by a new name for the grant that is up to date and easily recognisable. Services need to appeal to people of all ages including: families with disabled children, younger disabled people and the ‘baby boom’ generation who do not want to be treated as ‘old’.

Recommendations:

- A Housing and Health Partnership Board in each area as a requirement of DFG funding with representatives from housing, health and social care.
- Each Better Care Fund/Health & Wellbeing Board to report separately on DFG funding and on a new metric ‘the number of people helped to remain independent at home’.

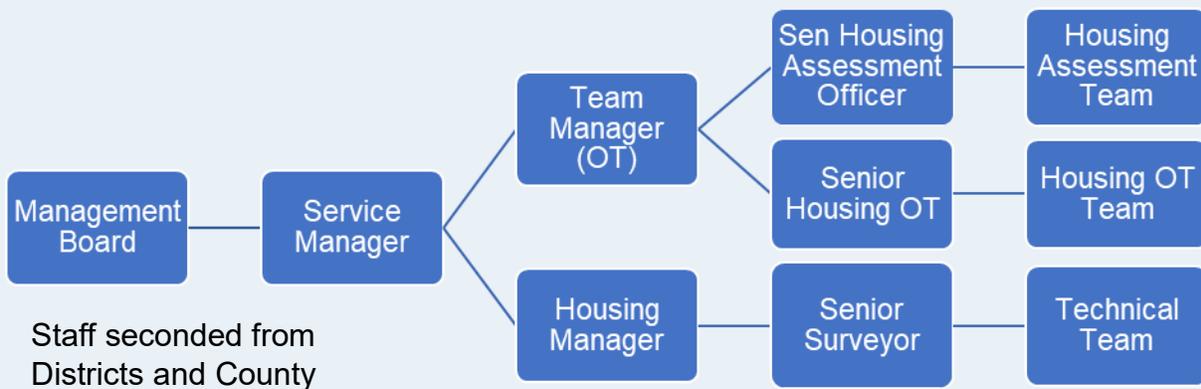
- Housing and Health Partnership Boards to have a similar structure to Local Safeguarding Children’s Boards.
- The DFG and Integrated Community Equipment (ICES) budgets to both be in the Better Care Fund (or its successor) to join up DFG services with equipment provision and minor adaptations.
- A single adaptations policy based on the needs of the locality, reviewed annually and signed off by the Health & Wellbeing Board.
- We need a new name for the grant, the services that provide it and the national advice organisation. That name needs to be used consistently across the country. Disabled and older people, and other professionals, need greater awareness that the grant is available.

Joining it up - operationally

Existing DFG systems are usually a two-part process, starting with an assessment by social care services and then a grant application to housing. For customers this can mean a long and difficult journey involving delay and frustration.

HEART - The Home Environment Assessment & Response Team in Warwickshire

The new integrated service was originally set-up as a pilot in one of the districts, but it is now operating county-wide. Staff have been seconded from district and county authorities into two teams, one operating in the south and one in the north of the county, each with a similar structure.



The process is now 22 steps rather than 220, with the number dropping out reduced from 35% to just 3%. A single access point means enquiries and referrals come directly into the service and can be routed to staff with the right skills. Time from first enquiry to completion has reduced significantly and benchmarking shows faster completion times than comparable authorities.

There is a growing number of integrated teams that do things differently. They bring together occupational therapists and housing staff into a single team; they have one point of contact throughout the process and they provide equipment, minor adaptations, telecare, housing options and support to move as well as the major adaptations funded by the DFG.

It's not just about structures and systems, there's a need for better guidance on what provision is necessary and appropriate and a more collaborative approach to decision making. A set of guiding principles for assessment should be adopted.

Nine guiding principles for installing adaptations	
<ul style="list-style-type: none">• Need to retain (or restore) dignity• Need to have values recognised• Need for relief from pain, discomfort and danger• Need to minimise barriers to independence• Need for some element of choice	<ul style="list-style-type: none">• Need for good communication as part of giving choice• Need for light• Needs of children: to provide for growth and change; need for space• Needs of other family members and of the family as a whole

When you're working hard to meet the demand for adaptations it is difficult to commit time to redesigning how services are delivered. This requires transformation funding and using just 1% of the DFG budget will make a significant difference to help integrate services across the country.

Recommendations:

- Integrated teams are essential in all areas to simplify and speed up customer journeys.
- Better analysis of local need to develop preventative strategies and determine levels of revenue and capital funding.
- Single point of access with 'good conversations' at the start and people routed down appropriate pathways.
- Regulatory Reform Order (RRO) policies have been developed in around half of local authorities and need to be adopted in all areas to provide more flexible use of the grant.

- New decision-making tools to help staff collaborate more effectively and use of 3D design and design centres to communicate better with customers.
- Better partnerships with health and care to ensure that ways of ‘Making Every Contact Count’ work more effectively so people are referred earlier, not at crisis point.
- Transformation funding equivalent to 1% of the DFG budget to enable change to happen across the country.

Distribution Formula

With a growing national programme, it is important to have a distribution formula for DFG funding that is based on readily available data as well as being transparent, intuitive and fair. The current approach is based on a confusing mix of methodologies and historical allocations.

We suggest a new formula based on the number of people with a disability, income (from benefits data), tenure split (from MHCLG data) and regional building costs. Further sensitivity analysis is required to consider the impact across regions and all local authorities.

Adopting any objective formula will inevitably lead to ‘winners’ and ‘losers’ which could be mitigated by implementing the transition over a number of years.

Recommendation:

- That a new allocation formula is established for the next Comprehensive Spending Review and applied incrementally over the implementation period.

Updating the Regulations

The means test

The existing means test is based on the eligibility test for Housing Benefit and was designed to target funding on ‘needy’ households. It has long been criticized for being complicated, unfair and, in recent years, out of date. There is an opportunity to adopt a version of the test used to assess entitlement for social care. There would be advantages in aligning the social care and DFG means tests, as having two different tests is extremely confusing. It would also address issues of unfairness in the present test by ignoring earned income and actual housing costs.

Aligning DFG and social care eligibility also creates the potential for spend on home adaptations to be considered as part of the proposed 'care cap'. This is the maximum amount someone must pay towards their care before a local authority takes responsibility. If it encouraged more people to invest in home adaptations and improve their independence, it would be good for the person's own health and wellbeing and it would potentially reduce domiciliary or residential care costs.

However, aligning the two tests is not straightforward. It could make it more complex, reduce the number who could be passported, and introduce local variation. The alternative option is to update the existing test by: re-establishing the link to Housing Benefit; a new formula for housing costs based on Local Housing Allowance; and updating the passporting benefits.

The option selected will largely depend upon the changes to social care finance in the 2018 Social Care Green Paper. Regardless of which test is used, there is a case for exempting applications for stair lifts and palliative care from means testing entirely due to the savings in health costs associated with preventing falls on stairs and by enabling end of life care at home.

The upper limit

Most local authorities only deal with a handful of large and complex adaptations every year (where the cost of fully meeting the needs of the disabled person exceeds the current limit of £30,000). Though small in number, the time taken to support these cases and find the extra funding can be considerable.

We recommend that the current £30,000 limit be increased in line with inflation, but also recognise that the significant variation in building costs across the country should be factored in. The benefit of proper professional support in successfully delivering these difficult building projects should also be recognised.

But simply increasing the upper limit isn't enough. There will always be cases that cost more, but which will also deliver better outcomes and return on investment than the DFG alone could be expected to provide. It is crucial that health and social care recognise their responsibilities and jointly fund and develop the best solutions. There is also scope to use personal budgets to provide more tailored solutions.

There is also a need to rectify anomalies in VAT which is charged on ground floor extensions containing bedrooms and kitchens but not on bathrooms.

Services and charges

The DFG is currently used to pay for adaptations to an existing home, often with little consideration about whether a move to a more suitable property would lead to a better outcome. Providing support with the expense of moving can be cost effective and should be included within the list of services and charges that the DFG can support.

Recommendations:

- Subject to what is included in the Social Care Green Paper - the DFG means test aligned with that for social care eligibility, but if not, the existing test of resources updated.
- Stair lifts and palliative care cases removed from means testing entirely.
- That the maximum amount of the DFG is raised in line with inflation, with a regional weighting based on building costs and an amount for professional fees.
- That risk-share funds are set up to deal with uneven demand for grants, and that very expensive adaptations are jointly funded by housing, health and social care.
- That the VAT rules are revisited for major adaptations.
- That the guidance is fully revised to reflect new integrated services, the expectations for local authorities and the rights of the disabled person.
- That the Services and Charges Order list is updated to include support with moving.

Developing a Market

As with most of the UK construction industry, the provision of home adaptations is fragmented and has low levels of standardisation. Schedules of rates and frameworks agreements are not used in most local authority areas despite being recommended in official guidance since 2006.

However, there are pockets of good practice that could be readily adopted more widely; including an online schedule of rates that provides instant costings from local builders, 'flat-pack' home

extension kits that cut construction times by months and stair lift recycling schemes that reduce costs and speed up installation. We need better adaptation designs that are not stigmatising.

There is potential to use the annual £0.5bn in the DFG to develop the wider market for consumers looking to adapt their home based on price benchmarking and developing common standards. For instance, by using a national accreditation scheme for builders similar to the Certified Ageing in Place Specialists that operates in North America.

Consumer technology

Technology has always been part of the DFG, such as stair lifts and hoists. Other specialist 'assistive technology' has developed a reputation for failing to deliver on its promises, but with the rise in smart home technology there is a growing range of low cost solutions that are available on the high street.

Local authorities are starting to use kit like the Amazon Echo to help with medication reminders, remotely control lights and heating, and detect falls. This has clear potential to keep people independent and outside of social care systems. It also forms part of the UK Industrial Strategy to become a world leader in systems that support an ageing population. Making a smart home starter kit part of every DFG application would significantly drive adoption and generate evidence, data and learning in this area.

The majority of disabled people will not be eligible for a DFG or would prefer to organise work themselves, but it is hard for people to get reliable information on home adaptations from retail suppliers. There is an important role for local authorities and home improvement agencies to provide information, advice and low-cost handyperson services.

Recommendations

- A further five-year funding programme for the DFG to improve certainty and enable local authorities to invest in better procurement.
- A national accreditation scheme for builders and tradespeople.
- A smart home starter kit as part of every DFG application.

- Local authorities and home improvement agencies to provide advice, information, and handyman services for people outside the DFG.
- Further research on what people do outside the DFG to encourage more ‘future-proofing’.

Tenure Issues

In legislation the DFG is supposed to be tenure neutral. However, in practice, access to funding and the level of service someone receives are strongly affected by tenure. Private tenants are often denied adaptations by landlords who don’t want disabled equipment fitted into their property. Lack of security of tenure can also be a barrier.

For housing association tenants, it is not clear to what extent their landlord should take responsibility for adaptations which can often lead to permission being withheld or disagreements about funding. Council tenants have the right to apply for grant, but funding must come from the Housing Revenue Account rather than the DFG. This needs further review.

Common Parts

When enacted, Section 36 of the Equality Act 2010 will enable disabled people to make requests for adaptations to the common parts of residential properties (such as entranceways, hallways and stairwells) which cannot be unreasonably denied.

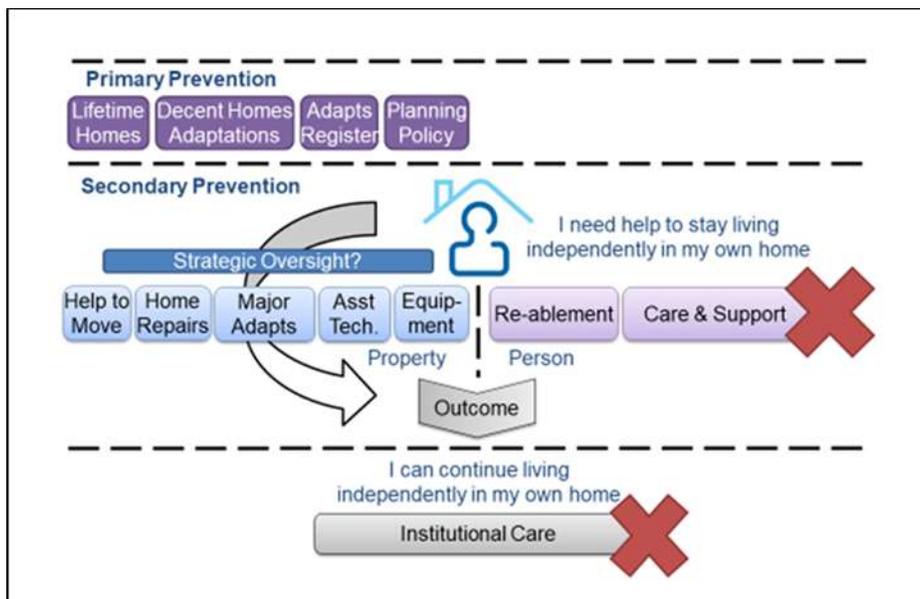
Very few DFGs are currently approved for adaptations to common parts which makes it difficult to predict the impact of Section 36. This means that a local strategic approach is likely to be more effective than relying on DFG applications.

Recommendations:

- Further work is needed on tenure issues, including the feasibility of a national adaptations protocol for registered providers.
- More research is also needed on ways to engage with private sector landlords and deliver adaptations more effectively in the private rented stock.
- Works to common parts should be dealt with by the local Housing and Health Partnership Board rather than in a one-off piecemeal manner using the DFG.

Measuring outcomes

The aim of adaptations is to restore the use of the home so that people can regain or retain their independence and carry on living in the community. The DFG is being used in more creative ways in partnership with health and care colleagues, for example, to improve the lighting for someone with a visual impairment, to redesign a bathroom for someone with dementia or make a home safe and warm for someone returning from hospital after a fall. Having an integrated team gives an opportunity to co-ordinate the response and better tailor it to the person's needs.



The challenge is to measure outcomes effectively to demonstrate the transformation that can occur in people's lives when they feel in control of their home environment. Robust research is beginning to show that adaptations improve physical and mental wellbeing and reduce the fear of falling. Better local and national data on outcomes is required to demonstrate the substantial savings in health and care costs that can be generated by improving the home.

Recommendations:

- Use of NHS number on all files, data sharing protocols, aligned IT systems and improved local and national reporting.

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 11

meeting date: THURSDAY, 17 JANUARY 2019
 title: LCC HOUSING WITH CARE & SUPPORT STRATEGY 2018 – 2025
 submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING
 principal author: RACHAEL STOTT, HOUSING STRATEGY OFFICER

1 PURPOSE

1.1 To inform members that Lancashire County Council has produced Housing with Care and Support Strategy 2018-2025 and the document is currently out for consultation.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To address the housing needs of older persons and households in need of support.
- Corporate Priorities – To be a well-managed Council.
- Other Considerations – None.

2 BACKGROUND

2.1 Ribble Valley Borough Council have been invited to take part in the consultation of the draft Lancashire County Council Housing with Care and Support Strategy 2018-2025, which will be a key document to assist the development of new housing and support options for adults. The document has just been released in draft and was presented at a Housing Care & Support meeting at County Hall on 12 December. The strategy was presented with a number of other presentations from the NHS evidencing the impact of housing on health. These additional presentations can also be shared with members.

What is meant by Housing with Care and Support:

- Housing that is designed and built to meet the care and support needs that people might have now or in the future.
- For older adults it means new Extra Care schemes normally including at least 60 homes.
- For younger adults with disabilities it means new Flat Schemes usually incorporating around 12 homes.

The document is attached at Appendix 1 and the consultation period is open till 31 January 2019 for comments. As part of the launch Homes England were supportive of the strategy and presented the funding models available for the development of specialist housing. Chorley BC demonstrated the 60 bed extra care scheme they are developing with grant from Homes England.

3 ISSUES

3.1 There is an under provision of units in Lancashire when compared to other districts. Provisions of extra care schemes can be demonstrated to save considerable costs

when compared to living in residential care. The delivery of schemes has seen a slow down since the cut backs in supporting people funding and the lack of available revenue funding for the support element.

3.2 The draft document proposes the development of an extra care scheme in the borough and in every borough in Lancashire; also a shift in the model for adult with learning difficulties.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – Capital grant is available for the development of schemes.
- Technical, Environmental and Legal – The revenue funding of schemes has been the issue with any potential schemes in the borough.
- Political – Further investigation and possibly a visit to the scheme in Chorley for more detailed discussion around the provision.
- Reputation – Addressing older persons housing needs is a priority for the Council and an important consideration is widening the housing options
- Equality & Diversity – Housing options to enable people to continue to live independently are a priority for our aging population.

5 CONCLUSION

5.1 A response to the draft will be sent through to Lancashire County Council once the question over the revenue costs of a scheme is addressed. Should any members wish to add comments please send them in before 20th January 2019.

RACHAEL STOTT
HOUSING STRATEGY OFFICER

NICOLA HOPKINS
DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING

BACKGROUND PAPERS

None.

For further information please ask for Rachael Stott, extension 3235.

REF: RS/CMS/H&H/170119



Housing with Care and Support Strategy 2018 – 2025

www.lancashire.gov.uk



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	Appendix A: Glossary	

1.0 Summary of key messages

- Housing with Care and Support is purpose built or adapted housing with a range of tenures and the availability of up to 24/7 care and support.
- We are seeking an open and collaborative relationship with partners and the public to deliver this strategy.
- We want to work with our partners to develop a range of high quality housing that can better meet people's care and support needs and to promote their health, wellbeing and independence.
- We need to reduce our reliance on residential care by ensuring alternative options are available to help us manage the growing demand and financial pressures.
- We are aiming to have at least one Extra Care scheme for older adults in each district and about 1,000 homes by 2025.
- We are aiming to have more smaller-scale Flat Schemes for younger adults with disabilities.
- We want to benefit the wider housing market through regeneration and releasing family housing.
- There are clear opportunities for existing and new providers to develop Housing with Care and Support options across Lancashire.

2.0 About this strategy

It is recognised that most people who have care and support needs now, or who may develop care and support needs in the future, wish to be supported in their own home or move to a home that can better meet their needs, instead of moving into a residential care home.

Our ambition is to work with our key partners to develop a range of high quality Housing with Care and Support schemes across Lancashire by 2025 for both older adults and younger adults with disabilities. This will enable many more people to remain safe and independent in a suitable home environment that connects them to other people, their community and services they need or might need in the future.

The strategy is aimed at:

- People who already use services and their carers
- People planning their future housing and care and support needs
- Our key partners, including district councils, the NHS and potential providers
- Elected members, other partners, local communities and neighbourhoods.

This strategy reflects the principles and vision outlined in Lancashire's Extra Care Strategy 2014¹, but seeks to provide a summarised document which will be accessible to and used for engaging a wider audience as part of a collaborative approach in developing Housing with Care and Support.

3.0 Setting the scene

3.1 What we mean by Housing with Care and Support

Housing with Care and Support is accommodation which has been designed, built or adapted to facilitate the care and support needs that its tenants or owners may have now or in the future.

For older adults, Housing with Care and Support means Extra Care schemes with each new scheme normally including a minimum of 60 homes. For younger adults with disabilities, it means new Flat Schemes with each scheme usually incorporating around 12 homes.

¹ Available at: <http://council.lancashire.gov.uk/mglIssueHistoryHome.aspx?IId=27888>

Housing with Care and Support schemes will or may, depending on whether a scheme is an Extra Care scheme for older adults or Flat Scheme for younger adults with disabilities, share the following characteristics:

Characteristic	Extra Care Schemes for Older Adults	Flat Schemes for Younger Adults
Self-contained one or two bedroom apartments or bungalows as part of a wider scheme	Yes	Yes
Available to people with eligible care needs under the Care Act	Yes	Yes
Available to people with no eligible care needs under the Care Act	Yes	No
Unplanned care available to meet urgent care needs	Yes	Yes
24/7 onsite care team to provide a response to unplanned or urgent care needs	Yes	Maybe
Planned care for those with eligible needs and outcomes under the Care Act	Yes	Yes
Communal facilities for activities to promote social inclusion and wellbeing.	Yes	Maybe
People will be tenants or owner-occupiers responsible for their housing and living costs.	Yes	Yes
Provision of respite care or intermediate care services	Maybe	Maybe
Equipped with assistive technology to promote independence and meet needs	Yes	Yes
A community hub providing a base for activities, facilities and services for the local community	Yes	Maybe
Links to volunteering, employment, training or leisure opportunities	Yes	Yes

3.2 Policy context and partnership working

The current Lancashire Health and Wellbeing Strategy², developed by Lancashire's Health and Wellbeing Board, includes important points that directly relate to this strategy and developing Housing with Care and Support, such as:

- The need for better collaboration by partners to have a greater impact on people's health and wellbeing

² Available at: <http://council.lancashire.gov.uk/ieListDocuments.aspx?CIId=825&MIId=6649&Ver=4>

- The importance of working with service users, communities, planners, developers, housing authorities, landlords and health services to improve the design, quality and availability of suitable housing
- The role that district councils play in providing services that make a significant contribution to people's physical and mental health
- The "triple aim" of improving outcomes, enhancing quality of life and reducing costs
- The rising proportion of people living alone putting more people at risk of social isolation, particularly in later life
- That many of the causes of poor health in Lancashire are preventable with improved living conditions, social relationships and support, healthier behaviours and better quality health and social care services
- Moving resources towards interventions that prevent ill-health and promote wellbeing, reduce demand for hospital and residential services and prolong quality of life
- Building and utilising the assets, skills and resources of our citizens and communities
- Promoting self-care, reducing social isolation and loneliness; placed based integration of services and supporting independent living.

Housing with Care and Support is also an effective means of the county council meeting its duties under the Care Act 2014³. From a national perspective, the Care Act places a duty on local authorities to cooperate with partners to ensure that care and support is delivered in an integrated way.

The Care Act is clear that housing is a health and social care related service as it plays a vital role in supporting people to maintain good health, independence and improve quality of life. Housing with Care and Support plays an important part in helping the county council to meet its duties under the Care Act in terms of:

- Promoting wellbeing – the Act makes reference to suitable accommodation for adults as part of the duty of promoting wellbeing, and the concept of 'independent living' as a core part of the wellbeing principle.
- Prevention – the Act states that housing must be considered as part of an assessment process that may prevent, reduce or delay adults' social care needs, and that care and support should be delivered in an integrated way, in cooperation with partner bodies, including housing.
- Provision of choice – the Act requires local authorities to ensure that sufficient services are available to meet the needs for care and support of adults and carers. It also requires that a diverse and efficient market with a 'variety of

³ Care and Support Statutory Guidance available at: <https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance>

high quality services to choose from' exists. Increasing the availability of Housing with Care and Support will enable people to have the choice of housing that is more suited to their needs.

3.3 Where we are now and why we need to change

Older Adults

There are currently two purpose built Extra Care schemes in Lancashire, located in Ormskirk and Whitworth, and three schemes are under development in Chorley, Preston and Wyre.

There are also a number of sheltered schemes with a 24 hour care team based on site. We are currently consulting on the future of some of those schemes.

However, we still rely too much on the use of traditional models of residential care, but we want to help people maximise their independence through the accommodation in which they live where at all possible.

Key facts

- In June 2018, we were supporting 3,214 older adults in long-term residential care at an average gross weekly cost of £515 per person, and 1,077 older adults in nursing care at an average gross weekly cost of £745 per person.
- In 2016/17, the number of council-supported long-term admissions to residential or nursing care homes per 100,000 population was 742 in Lancashire – higher than both the shire counties average of 560 and the England average of 611.

N.B. There is variation in the profile at a district level in Lancashire

We need to reduce our reliance on residential care, as we know the majority of people would rather stay in a home of their own and have choice and control over their care and support needs. We also need to develop new models of care to help us meet the growing demand for services and to put the funding of care and support on a financially sustainable footing.

Key facts

Predicted changes to the older adults (aged 65 or over) population of Lancashire by 2025 (from 2017):

- 34,300 or 14% increase in the number of older adults
- 20,649 or 25% increase in the number of people with dementia
- 21,502 or 17% increase in the number of people with a limiting long-term illness

- 16,365 or 19% increase in the number of people living alone.

N.B. There is variation in the profile at a district level in Lancashire

Younger adults with disabilities

Current supply of Housing with Care and Support is not equitable across Lancashire – there are too many properties for shared households and not enough modern Flat Schemes which is restricting choice.

Shared households provision has been in existence for decades and, whilst this still represents one of the best ways of supporting some people, there is a need to offer more Flat Schemes. This is because many people expect to be able to live in their own self-contained accommodation with their own front door.

There is also a need to shift to a model of Housing with Care and Support which is more financially sustainable and enables opportunities for improved independent living. This includes an alternative to residential care settings, which can easily lead to a home for life, institutionalisation and create dependency unnecessarily.

There are people currently living in residential care who may want to progress to be more independent in a community setting, but there is a lack of availability of suitable accommodation, such as Flat Schemes.

Key facts

- There are approximately 1,500 people with learning disabilities and/or autism living in more than 700 shared households at an average gross weekly cost of over £850 per person.
- There are 185 people with mental health needs in shared households or Flat Schemes.
- In June 2018, we were supporting over 257 adults with learning disabilities and autism in long-term residential care at an average gross weekly cost of £1,321 per person.
- In June 2018, we were supporting 289 adults with mental health needs in residential care, which is very high when compared to other councils, at an average gross weekly cost of £966 per person.

N.B. There is variation in the profile at a district level in Lancashire

3.4 Where we want to get to

Vision

By working with our partners to develop innovative Housing with Care and Support options so more people have choice about where they live and receive care and support, are supported to live independently and have a better quality of life.

Strategic aims

- To have at least one Extra Care scheme for older adults in each district and about 1,000 homes by 2025
- To reduce the number of shared houses and increase the number of Flat Schemes for younger adults with disabilities
- To improve the Housing with Care and Support options for people with complex needs and conditions
- To provide a home for life and a viable and genuine alternative to residential care settings
- To provide ongoing care and support which delivers cost savings to the health and care system
- To provide a wider community resource and facilities to connect and benefit local residents
- To benefit the wider housing market through regeneration and releasing family housing

A measure of success will be if service users say:

- I have maintained or improved my independence, health and quality of life
- I can make informed decisions and I am empowered by having choice and control
- I am treated with dignity and respect and I have privacy when I want it
- I am safeguarded and protected from harm and abuse
- I feel safe and secure and my home is well maintained and looked after
- I feel part of my community and I am able to maintain or develop relationships.

With the ageing population and the increased complexity of people's needs there is a growing demand for care and support, which contributes to the financial challenges all councils are facing. Consequently, it is vital that people's independence is maximised to enable a more sustainable health, care and housing system.

This means ensuring that people have access to the right care, in the right place at the right time, so they can be supported effectively with an appropriate level of service to meet their needs now and in the future.

It also means acting early, helping people retain or regain their skills and confidence, and preventing, reducing or delaying the need for care and support. For example, by supporting more people in Housing with Care and Support instead of residential care, as shown in this continuum of services diagram:



4.0 Needs assessment for Housing with Care and Support

Extra Care for Older Adults

Nationally, the current average level of provision equates to 15 units per 1,000 people aged 75 or over⁴. As there are only two purpose built schemes in Lancashire and three in development, there appears to be a significant under provision of Extra Care schemes when we compare Lancashire to other areas.

The indicative figures shown below demonstrate the potential need for Housing with Care and Support for older people in Lancashire based on 15 units per 1,000 people aged 75 or over⁵. However, any developers intending to enter the Housing with Care and Support market are advised to undertake their own assessment of the need for Housing with Care and Support in the proposed development area.

District	Estimated no. of units needed	No. of units in existence or development
Burnley	134	0
Chorley	206	65
Fylde	194	0
Hyndburn	123	0
Lancaster	238	0

⁴ This methodology has been used following advice obtained from a consultant at The Housing Learning and Improvement Network

⁵ Based on projected population of people aged 75 or over by district in 2025

Pendle	138	0
Preston	165	60
Ribble Valley	125	0
Rossendale	107	42
South Ribble	204	0
West Lancashire	217	111
Wyre	265	72
Total	2,117	350

There are 13 sheltered based Extra Care schemes not included in the above table. We are currently consulting on the future of some of these schemes, which means they may not all be classified as Extra Care in the future.

The estimated potential demand of 2,117 Extra Care units is much higher than the approximate 1,000 units being proposed in this strategy. This is because we want to:

- set an ambitious target whilst at the same being realistic about what can be delivered during the lifetime of this strategy, and
- evaluate the actual impact and get a better understanding of future demand prior to any further expansion.

Flat Schemes for younger adults with disabilities

There is too much reliance on shared housing with over 700 properties across Lancashire.

There is a clear need for more Flat Schemes to modernise the offer of Housing with Care and Support and provide additional choice. A strategic review of accommodation will be undertaken which will identify gaps in provision across the county.

From this a specification will be produced, listing key requirements for Flat Schemes with regard to factors such a size and location.

This will lead to the remodelling of some existing Flat Schemes and enabling them to realise their full potential, in addition to having an open dialogue with district councils and housing developers to identify suitable sites for new build schemes.

5.0 The financial case for Housing with Care and Support

Extra Care for older adults

A recent evaluation of potential revenue savings to the county council, based on our financial modelling tool, suggests an average weekly saving of around £100 per person for those individuals who would otherwise have been living in residential care. However, as people living in Extra Care will have a range of needs, weekly care costs are likely to be an average of £33 per person less expensive when compared to other settings. These figures assume no capital investment in the scheme by the county council.

Flat Schemes for younger adults with disabilities

There will be a slightly different model of support for new Flat Schemes based on an equal contribution from all people who use the service to the background day and/or night support. Evidence from another council of implementing this model in Flat Schemes has realised average weekly savings of £295 per person for people moving from shared housing and £600 per person for people moving from residential care.

Background costs will vary dependent on size of the scheme but are estimated to be around £200 per week and individuals would then have additional staff hours for dedicated one to one support, dependent on their level of need. There will be economies of scale when compared to shared housing. This is because Flat Schemes will support more people with similar levels of background support.

The county council is not expecting to make any capital contribution to development costs or to pay for any vacancies within schemes.

6.0 Creating new Housing with Care and Support

A Housing with Care and Support development programme can only deliver to its full potential with strong partnership working between the county council, district councils, NHS clinical commissioning groups, service users, communities, providers and landlords. With the integration of health and social care moving forward and housing provision sitting with district councils, strong partnerships will deliver the best financial benefits and best outcomes for our older adults and younger adults with disabilities and all of the organisations concerned.

There is potential to co-locate other appropriate services within Housing with Care and Support developments, such as other public services, and to use Housing with Care and Support to promote regeneration.

There is a need to attract a range of housing landlords and developers to provide options for individuals, of all income levels, living in all areas of Lancashire, but especially for those from social, affordable and private rented sectors and home owners in lower value homes.

We are seeking to adopt an approach which is flexible and able to respond to the circumstances of the local community and different funding and support requirements, thereby enabling us to determine our contribution according to what can be achieved with other partners including district councils, the NHS, developers and registered housing providers.

We are aiming to deliver the new Housing with Care and Support schemes without the county council making a capital contribution. However, we may be prepared to contribute resources in the form of land, where this would be required to make the scheme financially viable, or in exceptional circumstances to make a financial contribution where there is a strategic need for a service which could not proceed without a county council capital contribution.

Consequently, we will develop a county-wide Housing with Care and Support delivery plan in partnership with the district councils and other key stakeholders that is sufficiently flexible to deal with local needs. Housing providers, developers and potential private investors will be engaged in the discussions about what new developments, or remodelling of existing stock, is possible. This will include agreeing a set of design principles for homes for life long living which provide a selection of minimum standards which aid improvement or maintenance of health and wellbeing.

In order to support a county-wide Housing with Care and Support delivery plan, we will need to develop and maintain clear pathways into all types of accommodation with care and support. For Flat Schemes for younger adults with disabilities and specifically people with a learning disability and/or autism, partners will need to have regard to the relevant principles and values of *Building the Right Support*⁶ and the accompanying service model and guidance.

⁶ Available at: <https://www.england.nhs.uk/learning-disabilities/natplan/>

7.0 The care and support model

Core care and support

Each scheme will provide access to a core onsite emergency or unplanned personal care available to everyone, which will also give people peace of mind. It will always be available 24 hours a day, 7 days a week in Extra Care for older adults.

For Flat Schemes for younger adults with disabilities, the core support will be provided in the form of shared background support. This may or may not be required onsite on a 24/7 basis, as it would be determined on scheme-by-scheme basis depending on the needs of the people living in a particular scheme.

The core service may include other elements of support, for example to promote social activities and relationships.

Personalised care and support

People who meet the national eligibility threshold under the Care Act 2014 will receive a personal budget to meet their planned personalised care needs from the onsite care provider, or may choose to receive services from a different care provider. Planned care will always be person-centred; focus on the individual's needs and outcomes; and promote their independence, health and wellbeing.

Other care and support

Assistive technology, such as telecare, will be used in all schemes to promote independence and help meet people's needs and outcomes, particularly where a physical presence may not be needed at times during the day or night.

On a scheme-by-scheme basis, and depending on local needs and services, the county council with its partners may explore the possibility of using a particular scheme to provide:

- Respite care to give carers a short break and/or intermediate care to help people avoid going into hospital or residential care unnecessarily, or to help people recover following a hospital stay
- A hub for providing services into the local community, such as home care services where availability of home care in the local area is a challenge, or health and wellbeing promotion programmes.

8.0 Acknowledgements

RIBBLE VALLEY HEALTH & WELLBEING PARTNERSHIP

Meeting Date: Thursday, 6 December 2018 at 3.00pm

PRESENT:	Councillor B Hilton – Chairman	Amy Holden
	Councillor S Brunskill	Mark Wardman (Lancashire Care NHS Trust)
	Councillor M Fenton	Craig Pollard (Lancashire Wellbeing Service)
	Councillor R Newmark	
	Councillor M Robinson	

	AGENDA ITEM	ACTION
1	<p><u>Apologies</u></p> <p>Apologies were received from Councillor S Bibby, Marshal Scott, Colin Hirst, Chris Lee and Dianne Hartley.</p>	
2	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 19 September 2018 were approved as a true record.</p>	
3	<p><u>Matters Arising</u></p> <p>None.</p>	
4	<p><u>Presentation by Mark Wardman – Myplace – A Natural Way to Wellbeing</u></p> <p>Mark explained that Myplace is a partnership of Lancashire Care NHS Foundation Trust and the Lancashire Wildlife Trust, providing eco therapy to a range of users. Whilst the main focus is on young people aged 13-24, support was also available for older men to work together on practical projects.</p> <p>Mark contrasted the more outdoor lifestyle of children several decades ago, with the screen based activities of young people today. The programme introduced young people to outdoor activities and work, taking action in their local environment and consequently feeling happier and healthier. Work took place with young people at 14 hubs across Lancashire (although none of them were in the Ribble Valley) and carrying out the project could assist in development of self-confidence and achieving qualifications which would improve the content of their CV.</p> <p>There were no specific referral criteria. However, many of the young people on the programme had been referred by the Child and Adolescent Mental Health Service, or through pupil referral units. However, the young person did not have to be in crisis to enter the programme.</p> <p>The approach to eco therapy conducted by Myplace covered five themes: practical conservation work; wildlife walks; mindful environments; bush craft; and growing projects.</p> <p>In response to questions, Mark explained that evidence was currently being collated to apply for further funding, which would be required before consideration could be given to setting up a hub in the Ribble Valley. Members considered the possibility of the presentation being given to Health and Housing Committee and/or Parish Councils' Liaison Committee.</p>	

	Mark was thanked for his interesting presentation.	
5	<p><u>Update of Lancashire Health and Wellbeing Board</u></p> <p>Bridget reported on the recent meeting of the Lancashire Health and Wellbeing Board. A presentation had been given by the Executive Director of Adult Services and Health and Wellbeing, setting out the County Council's vision on how they, together with their partners, would help people to live as healthily and independently as possible. This also took into account the key role of the NHS in preventing and reducing long term physical and mental health conditions, and the variations in health outcomes across Lancashire. All of this was against a background of considerable financial pressure. Public health funding was to be reduced. The focus was on care at home and a number of initiatives were in place to support this. In addition to seeking greater integration between health and social care, housing policy also had to be considered as there was a lack of suitable modern housing for adults with care and support needs in Lancashire.</p> <p>The Board had also received an update on children's services, including the Special Educational Needs and Disabilities Improvement Plan and the Children and Young People Emotional Wellbeing and Mental Health Transformation Plan.</p>	
6	<p><u>Update on Lancashire Health Scrutiny Committee</u></p> <p>Bridget reported on her attendance at the Health Scrutiny Committee. A presentation had been given on delayed transfers of care in Lancashire, where there had been some improvement in the last year despite the pressures on hospitals due to the extremes of hot and cold weather. Those pressures continued, but the focus was to remain on continuing to reduce delays.</p>	
7	<p><u>Update on Lancashire Children's Services Scrutiny Committee</u></p> <p>Stella reported on the continuing improvement of children's services, although it was commented that the improvement was from a very low baseline. Consideration had been given to various issues, including the Lancashire Children's Services Development Plan and a report of a task and finish group on Supporting Children at Special Schools with Medical Conditions.</p>	
8	<p><u>Country Landowners Association Report on Sustainable Villages</u></p> <p>Bridget and Stella had attended a forum with regard to a House of Lords consultation on dying villages. Particular issues had been the lack of affordable housing, transport, broadband accessibility, and a lack of access to health services. The CLA had prepared a report on sustainable villages which had been circulated to Members.</p> <p>In this respect, mention was made of Slaidburn Health Centre, and reports that it might be closing. Bridget had made her own enquiries and reported that was not the case – a well-respected new doctor had taken charge and the NHS had no plans to close the centre. Responsibility for the centre did not rest with Clitheroe Health Centre, but with ELFS from Blackburn.</p>	
9	<u>Matters of Information</u>	

	<p>The meeting received documents which had been circulated to Members before the meeting. These consisted of an announcement with regard to the Rural Health and Care Alliance, the minutes of the North West Regional Seminar/Meeting of the Rural Services Network, and a paper on Health for Wealth from the Northern Health Service Alliance about Building a Healthier Northern Powerhouse for UK productivity.</p>	
10	<p><u>Other Business</u></p> <p>Craig remarked on the relatively low number of referrals to the Lancashire Wellbeing Service for the Ribble Valley, and would be happy to give a presentation to a future meeting. Members commented on the specific difficulties in the Ribble Valley, with transport issues causing isolation and lack of ability to access services. Craig indicated that he would be able to report on the findings of a survey carried out on similar issues in Rossendale, although he acknowledged that Ribble Valley was more isolated than Rossendale.</p> <p>Bridget asked if an update could be given to the next meeting on progress towards Ribble Valley becoming a Dementia Friendly Borough Council.</p> <p>Bridget also considered the partnership and its remit, noting a decline in attendance. She considered that the focus should move to wellbeing, and considered whether a change of name to the Ribble Valley Wellbeing and Health Partnership might be appropriate. She would also review the terms of reference with Amy and Colin.</p> <p>Bridget also considered it would be appropriate to prepare an updated action plan for the Borough Council.</p>	<p>CH/AH</p> <p>BH/CH/AH</p> <p>CH/AH</p>

The meeting closed at 4.40pm.