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Chairman: Councillor R.B. Laughton
Vice-Chairman: Councillor T. Wendels

Members of the Committee:

Councillor Mrs K. Arnold

Councillor Mrs B.M. Brooks

Councillor Mrs C. Brooks*

Councillor G. Brooks

Councillor Mrs I Brown

Councillor M. Buttery

Councillor K. Girling

Councillor Mrs S.M. Michael

Councillor D. Thompson

Councillor K. Walker

Substitutes:

Councillor D. Batey

Councillor Mrs G.E. Dawn

Councillor J. Lee

Councillor Mrs P. Rainbow

Councillor Mrs S. Soar

AGENDA

MEETING: Homes & Communities Committee

DATE: Monday, 18th January 2016 at 6.00pm

VENUE: Room G21, Kelham Hall

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.

If you have any queries please contact Helen Brandham on 01636 655248.

AGENDA

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CONFIDENTIAL AND EXEMPT ITEMS

None

NEWARK & SHERWOOD DISTRICT COUNCIL

Minutes of the **HOMES & COMMUNITIES COMMITTEE** held on Monday, 30th November 2015 in Room G21, Kelham Hall at 6.00pm.

PRESENT: Councillor R.B. Laughton (Chairman)
Councillor T. Wendels (Vice-Chairman)

Councillors: Mrs K. Arnold, Mrs B.M. Brooks, Mrs. C. Brooks, M. Buttery, K. Girling and Mrs S.M. Michael.

ALSO IN ATTENDANCE: Councillors: J. Lee and Mrs P. Rainbow

25. APOLOGIES FOR ABSENCE

Apologies for absence were submitted for Councillors: Mrs I. Brown, G. Brooks and K. Walker.

26. DECLARATION OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED: that the following Members declared an interest in the item shown below:

Councillor Mrs C. Brooks	Agenda Item No. 8 – Newark and Sherwood Homes – Delivery Plan (Personal Interest – NSDC’s Appointed Representative on the N&SH Board)
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	Agenda Item No. 9 – Newark and Sherwood Homes – Performance Monitoring (Personal Interest – NSDC’s Appointed Representative on the N&SH Board)
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27. DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED: that there would be an audio recording of the meeting.

28. MINUTES OF THE MEETING HELD ON 7TH SEPTEMBER 2015

AGREED (unanimously) that the Minutes of the meeting held on 7th September 2015 be approved as a correct record and signed by the Chairman.

29. PRESENTATION GIVEN BY CHIEF INSPECTOR ANDY ROOKE OF NOTTINGHAMSHIRE POLICE AUTHORITY

Chief Inspector Andy Rooke, Operational Commander for Bassetlaw, was in attendance at the meeting to present to Members information as to the latest position in relation to the number of Police Community Support Officers (PSCO) in the district.

He stated that, at present, there were 246 PCSOs which was well above the national average of 1 PCSO/1000 population and that following a recent review of figures, NSDC would see a slight reduction in numbers, however, this would not be as much as in other areas.

C.I. Rooke advised that it was likely that in future PCSOs would have a more diverse role and be periodically allocated different duties which could mean that communities may not get to know the PCSO for their area.

In relation to the recent announcement of the Spending Review by the Chancellor, C.I. Rooke advised that this had been a little surprising in that no further cuts were to be made to Police Authorities budgets. However, Members should note that saving identified following the previous Spending Review still needed to be realised.

Whilst acknowledging that there was much documented discussion and debate around the proposed changes to neighbourhood policing, C.I. Rooke advised that the difference would likely mean non-attendance at certain situations. As an example, he added that cyber-crime was not solved by an Officer on the beat wearing a high visibility vest but required Officers with technical expertise. He noted that there would always be a need to provide a presence and that it was his responsibility to provide that service and the appropriate person for each situation and that this could mean multiple Officers being involved. C.I. Rooke informed Members that he met with colleagues on a fortnightly basis to look at types and levels of emerging crime to determine how best to deploy Officers to tackle the issues.

In response to being asked what type of situation may not warrant a personal visit from an Officer in the future, C.I. Rooke advised that the decision whether to deploy an Officer to attend was made by the Call Handler who would assess the situation based on their training and expertise. He added that it would be very unlikely that an Officer would not attend a domestic burglary but if the loss or theft of a mobile phone was reported this may not warrant a personal visit.

A Member of the Committee, who had had reason to call the Police recently, commented that he had been very satisfied with the response.

In conclusion, Members noted the increasing pressure that Police Authorities faced through budget restraints and the implications of these on staffing resources and it was suggested that perhaps the Committee should speak with the Police & Crime Commissioner in relation to this.

The Chairman thanked C.I. Rooke for his attendance informing him that Community Safety fell within the remit of the Committee and that he may be invited to attend again at a future date.

AGREED (unanimously) that Chief Inspector A. Rooke been thanked for his attendance at Committee.

With the agreement of the Committee, the Chairman amended the running order of the Agenda as follows.

30. CAPITAL FUNDING SECURED FOR NOTTINGHAMSHIRE WARM HOMES ON PRESCRIPTION PROJECT

The Committee considered the report presented by the Business Manager – Housing Options, Energy & Home Support in relation to the successful bid to the National Energy Action Warm and Healthy Homes Fund for £325,000 of capital funding to install energy efficiency measures for fuel poor residents with long term health conditions made worse by living in a cold home.

The report set out the background to the project and the proposals of how the funding was to be used. It noted that a Programme Board would be established with representatives from each of the district and borough councils, public health and the CCGs. Quarterly steering group meetings would be held with regular progress reports and a programme scheduled by the newly appointed Programme Manager.

Members of the Committee congratulated the Business Manager for the successful initiative and requested that six monthly progress reports be brought to Committee.

AGREED (unanimously) that the reported be noted.

31. SHERWOOD & NEWARK CITIZENS ADVICE BUREAUX (SNCAB) – CORE SERVICE PERFORMANCE OUTTURNS 2014/2015

The Committee considered the report jointly presented by the Business Manager – Housing Options, Energy & Home Support and Jackie Insley, Chief Officer (CAB) in relation to the performance targets in respect of core advice service provision as set out in the Service Level Agreement between the SNCAB and the Council, for which grant funding was awarded.

The Chief Officer, Jackie Insley, circulated to Members a document which summarised the lengthy Appendix to the report (the Annual Report). She advised Members of the work undertaken by the CAB, noting that they were heavily reliant on volunteers and that they were extremely appreciative of the financial assistance given to them by the Council which enabled them to continue their work in the district.

Members queried whether additional financial support was given by parishes within the district. Ms Insley advised that some parishes gave financial assistance but that it was inconsistent.

A Member of the Committee queried whether consideration had been given to the appointing of a military advocate, adding that very often ex-military personnel had very different issues to other non-military clients. Ms Insley advised that there had been a significant increase in the number of clients presenting with varying degrees of mental health illnesses but unfortunately CAB were not a charity that dealt with those issues. All such clients would be referred to a more appropriate organisation. In response, the Member advised that it was, in his opinion, worthwhile giving consideration to the appointment of such an advocate.

Members noted that the targets set within the SLA were extremely challenging and that the CAB were to be applauded for the levels achieved. They also stated that credit should be given to the late Stan Crawford, District Councillor, who had been instrumental in the initial stages of negotiations to establish the organisation.

AGREED (unanimously) that the Committee note the contents of the report, particularly the performance outturns and annual report regarding the provision of core advice services to residents in the district by Sherwood & Newark CAB.

32. THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015

The Committee considered the report presented by the Business Manager – Environmental Health in relation to the introduction of new Regulations of the requirement to install smoke and carbon monoxide detectors in private rented properties and the ability of local authorities to impose a penalty charge for properties in breach of the Regulations.

The report set out the background to the Regulations and that these had come into force on 1st October 2015. It listed details of the requirement on landlords in order to comply with the Regulations and what type of accommodation was exempt. Members were asked to consider the issues as set out in paragraphs 4.1 to 4.8 of the report and to determine the level of financial penalties as deemed appropriate

Members noted the exemption of social housing and queried whether the requirements in the Regulations were of the same standard as those adopted for N&SH. The Business Manager – Strategic Housing advised that most alarms were hard wired and that there was an ongoing capital programme to install appropriate alarm systems in communal areas. He noted, however, that it remained the responsibility of each individual tenant to maintain the alarm in their property e.g. change the battery.

In relation to the level of fines, Members were advised that the fine was levied against individual buildings where landlords owned multiple properties and that if works were carried out by the Council in default, only the actual cost could be recovered.

Members discussed the proposed discounts given to landlords for early payment of fines, agreeing that these were considered to be too generous. The Chairman proposed and the Vice-Chairman seconded that only a 25% discount for early payment be given, regardless of whether it was a first or repeated offence. On being put to the vote, this amendment to the level of discounts, was agreed by 7 votes for with 1 vote against.

AGREED (unanimously) that:

- (a) the statement of principles for determining financial penalties prepared in reference to the Smoke & Carbon Monoxide Alarm (England) Regulations 2015 be approved;
- (b) the following staff from the Environmental Health Business Unit be authorised to serve Remedial Notice under Regulation 5;

Business Manager – Environmental Health
 Assistant Manager – Licensing & Enforcement
 Senior/Environmental Health Officers

- (c) the following staff from the Environmental Health Business Unit be authorised to service a Penalty Charge Notice under Regulation 8; and

Business Manager – Environmental Health
 Assistant Manager – Licensing & Enforcement

- (d) (by 7 votes for with 1 against) that the discount to be offered for an early payment of financial penalties as set out in paragraph 5.2 of the report be amended to be 25% regardless of whether it be a first, second or subsequent offence.

33. COUNCIL'S DRAFT REVENUE BUDGET 2016/17 – 2020/21

The Committee considered the report presented by the Assistant Business Manager – Financial Services in relation to the progress to date on the budget for 2016/17 and future years.

The report set out the overall strategy of how the budget was to be developed and the timetable for this. The report provided information as to the current financial environment for local government and how it was envisaged this would result in the continued reduction in government grants in future years. Paragraph 5.0 of the report noted the already approved budget strategy, setting out the estimated savings therefrom at paragraph 5.1. Additional savings from the Medium Term Financial Plan were reported at paragraph 5.6.

Details of the Draft Revenue Budget Proposals were set out together with a note of proposed increases to some of the fees and charges, details of which were contained within Appendix E of the report.

Members discussed a number of issues to which the Assistant Business Manager provided a response. In relation to fees and charges, specifically for Licensing Fees (Hackney Carriage & Private Hire Drivers) Members queried as to the reasoning behind the proposed increase. They requested that the Business Manager – Environment Health be asked to provide an explanation for this.

AGREED (unanimously) that:

- (a) the Business Manager – Environmental Health provide an explanation as to the proposed increase in licensing fees, specifically for Hackney Carriage & Private Hire Drivers, as part of the review of fees and charges (excepting services which are subject to commissioning and devolution);
- (b) the current draft Committee budget be incorporated into the overall service budget to be reported to Policy & Financial

Committee at its meeting on 3rd December 2015; and

- (c) the Director – Resources, continues to formulate budget proposals for formal consideration at the Homes & Communities Committee meeting on 18th January 2016 for recommendation to the Policy & Finance Committee on 25th February 2016.

34. NEWARK AND SHERWOOD HOMES – ANNUAL DELIVERY PLAN

The Committee considered the report of the Business Manager – Strategic Housing which sought approval for the adoption of the Annual Delivery Plan (ADP) with Newark and Sherwood Homes (N&SH) for the financial year 2016/17.

The report set out, for consideration, the proposed Delivery Plan for 2016/17 which included key activities in the current delivery plan that had been set for achievement by N&SH during 2015/16. The draft Delivery Plan for 2016/17 also reflected the Council’s strategic priorities and work streams.

The report also noted that at a recent Board ‘off-site’ planning day, the Council’s key challenges and priorities had been discussed and these were listed within the report.

Following consideration of the proposed Delivery Plan, a Member commented that he was disappointed that there was no specific mention of how help would be given to ex-service personal, despite the Council signing a Military Covenant. It was suggested that whilst senior management were aware of the existence of the covenant, this was not the case for staff who dealt with callers on a day to day basis. It was noted that the document was very much strategic in nature but could be amended to give an action to N&SH to make their staff aware of the covenant.

AGREED (unanimously) that:

- (a) the progress of the key activities identified in the current Annual Delivery Plan (2015/16) be noted; and
- (b) The 2016/17 Annual Delivery Plan for the Council’s housing company, Newark and Sherwood Homes, be approved and implemented, with the addition of an action for N&SH to make their staff aware of the Military Covenant.

35. PERFORMANCE MONITORING: NEWARK AND SHERWOOD HOMES & THE HOUSING REVENUE ACCOUNT (HRA)

The Committee considered the report presented by the Business Manager – Strategic Housing in relation to performance information of the operations of N&SH in accordance with the Management Agreement and Annual Delivery Plan with the report setting out the process undertaken to formulate the new Management Agreement. Also contained within the report, at Appendix B, was an overview of the performance for Quarter 2 with key points of focus together with narrative being reported in paragraph 3 of the report. A note of the performance of the HRA

was reported in paragraph 4.0.

In considering the report, Members queried whether the targets set were done so at a national level and that given they were being met and exceeded, could the Council adjust them to be more challenging. In response, Members were informed that the Policy & Finance Committee had been responsible for setting the targets but it was understood that some of these had been revised. The Director – Safety advised that N&SH were being encouraged to review their targets. However, due to the uncertainty surrounding welfare reform and universal credit a degree of caution had been exercised.

A Member of the Committee, also a Council Representative on the N&SH Board advised that performance indicators were regularly scrutinised at meetings with questions on these frequently raised.

The Chairman thanked the Business Manager for the report and explanation of the targets adding that in future it would be beneficial if an Officer from N&SH could attend meetings to answer any queries raised by members.

AGREED (unanimously) that the strategic performance information supplied in relation to the activities of Newark and Sherwood Homes and the Housing Revenue Account be noted.

The meeting closed at 7.10pm

Chairman

HOMES & COMMUNITIES COMMITTEE REVENUE BUDGET 2016/17 - 2020/21

1.0 Purpose of Report

- 1.1 To inform the Committee of the budget and scales of fees & charges for those areas falling under the remit of the Homes & Communities Committee for 2016/17 and future years.

2.0 Background Information

- 2.1 Business Managers and service budget officers have been working with officers from Financial Services to determine a first draft general fund budget and medium term financial plan. The budgets have been prepared in line with the strategy agreed by Policy & Finance Committee on 10th September 2015.
- 2.2 The Homes & Communities Committee met on 25th November 2015 to scrutinise the budget and continue to look for ways to achieve further savings in 2016/17 and future years. The budget proposals attached at **Appendix A** have been developed following consideration by the Committee.
- 2.3 It was agreed that Business Managers should continue to work with officers from Financial Services to formulate a final budget for submission to Policy & Finance Committee on 25th February 2016. The current budget proposals are attached at **Appendix A**. A schedule of fees and charges pertaining to Homes & Communities Committee are attached at **Appendix B**.

3.0 Revenue Budget Proposals

- 3.1 The current draft budget shows a reduction in 2016/17. Direct service expenditure including deferred and capital charges and all central services recharges currently shows an overall increase of £372,730 against 2015/16 budget. When central recharges and capital are excluded the increase reduces to £281,440.
- 3.2 This budget figure includes an average of 2% inflation on expenditure and income, as approved by the Policy & Finance Committee at its meeting on 10th September 2015. It also assumes a 1% increase in salary and wages costs overall in 2016/17 and future years.
- 3.3 The budget will be further reduced during the financial year as strategic savings, currently shown centrally 'below the line' are agreed and implemented – this could include savings from leisure commissioning, devolution and service re-design, collaboration and ultimately efficiencies achieved through the move to the new offices later in the medium term financial plan.
- 3.4 Staffing costs account for approximately 58% of the gross service budget (excluding capital and central recharges) and significant budget savings cannot be achieved without affecting staffing levels.

3.5 Major variances between 2015/16 and 2016/17 are shown below:

3.5.1 The increase in the Miscellaneous Housing budget is due entirely to capital charges which are reversed out 'below the line' in the overall budget so as not to impact on Council Tax payers.

3.5.2 The increase in the Grants and Concessions budget can be mainly accounted for by the grant payment to Newark Town Council as agreed in the devolution agreement. Savings elsewhere in the Council's overall budget amount to £440,900 so when taking the grant payment into account the overall saving to the District Council is £211,900.

3.6 A detailed copy of all service budgets is available in the Members' Room.

4.0 Fees & Charges

4.1 The level of fees and charges has been considered by officers within the framework set out in the Corporate Charging Policy. Proposals for increases in fees and charges are attached at **Appendix B** for consideration and recommendation to Policy & Finance Committee on 25th February 2016 and Council on 10th March 2016.

4.2 The Business Manager for Environmental Health and Licensing has commented that the fees associated with taxi licensing have been amended this year to take account of changes in legislation that has extended the default period of a licence in some instances from one year to three.

4.3 It is anticipated that a full review of licence fees will take place in the coming year to take account of new guidance issued by the Local Government Association on how fees should be calculated.

5.0 Conclusions

5.1 It is important that the Committee continues to scrutinise and review its budget in order to achieve additional savings in future years at a time when the Council is facing reducing government grants and other financial pressures.

6.0 RECOMMENDATIONS that:

(a) **the final Committee budget as shown at Appendix A be recommended to Policy & Finance Committee at its meeting on 25th February 2016 for inclusion in the overall council budget; and**

(b) **the scales of fees and charges as shown at Appendix B be recommended to Policy & Finance Committee at its meeting on 25th February 2016 and Council on 10th March 2016.**

Reason for Recommendations

To ensure that the final budget proposals for 2016/17 to 2020/21 and level of fees and charges for 2016/17 are recommended to Policy & Finance Committee on 25th February 2016.

Background Papers

Nil

For further information please contact David Dickinson on Extension 5300 or Amanda Wasilewski on Extension 5738.

David Dickinson
Director - Resources

BUDGET SUMMARY
HOMES & COMMUNITIES

CODE	DESCRIPTION	2015/16 INITIAL BUDGET	2016/17 BASE BUDGET	MORE/ (LESS)	2017/18 BASE BUDGET	2018/19 BASE BUDGET	2019/20 BASE BUDGET	2020/21 BASE BUDGET
A10204	MISCELLANEOUS HOUSING (GF)	370,360	470,830	100,470	470,880	470,800	470,810	470,820
A10212	PRIVATE SECTOR SPEECH CALL	(37,580)	(44,780)	(7,200)	(44,430)	(44,220)	(43,950)	(43,600)
A10213	HOUSING OPTIONS	431,650	434,460	2,810	434,730	438,330	442,090	445,340
A10215	STRATEGIC HSG (WAS COMMUNITY)	116,710	110,730	(5,980)	112,270	112,760	113,850	114,980
A10802	ICT	0	0	0	0	0	0	0
A10804	CASHIERS	0	0	0	0	0	0	0
A10809	CUSTOMER SERVICES	0	0	0	0	0	0	0
A10810	COMMUNICATIONS & CUST SERVICES	145,770	144,130	(1,640)	145,430	146,690	147,910	149,160
A10814	LICENSING ADMIN	(2,230)	5,350	7,580	6,920	7,930	6,910	9,930
A10816	COMMUNITY SAFETY	99,040	97,010	(2,030)	98,340	99,730	100,840	101,980
A10820	LICENSING ENFORCEMENT	0	0	0	0	0	0	0
A10823	ANTI-SOCIAL BEHAVIOUR	33,390	35,990	2,600	36,890	37,810	38,810	39,770
A10826	DOMESTIC VIOLENCE	31,310	31,980	670	32,490	32,870	33,330	33,780
A11126	CCTV	151,170	168,330	17,160	172,040	175,190	178,500	181,800
A11607	ENERGY AND HOME SUPPORT	79,250	87,520	8,270	89,490	89,270	91,120	90,920
A11921	GRANTS AND CONCESSIONS	159,190	410,700	251,510	391,310	382,840	357,080	355,650
A11923	EMERGENCY PLANNING	67,740	66,120	(1,620)	66,000	66,790	67,660	68,490
A15013	IS NON STOCK RECHARGES	840	970	130	1,020	940	950	960
	TOTAL	1,646,610	2,019,340	372,730	2,013,380	2,017,730	2,005,910	2,019,980

**BUDGET SUMMARY
HOMES & COMMUNITIES SUBJECTIVE SUMMARY**

CODE	DESCRIPTION	2015/16 INITIAL BUDGET	2016/17 BASE BUDGET	More (Less)	2017/18 BASE BUDGET	2018/19 BASE BUDGET	2019/20 BASE BUDGET	2020/21 BASE BUDGET
111	SALARIES AND WAGES	1,467,340	1,534,780	67,440	1,511,490	1,526,350	1,541,340	1,556,500
113	NATIONAL INSURANCE	96,310	100,130	3,820	98,880	99,860	100,860	101,870
114	SUPERANNUATION	162,490	174,690	12,200	171,670	173,380	175,070	176,790
	EMPLOYEE SUB TOTAL	1,726,140	1,809,600	83,460	1,782,040	1,799,590	1,817,270	1,835,160
211	REPAIRS AND MAINTENANCE	750	750	0	750	750	750	750
212	ENERGY COSTS	1,980	2,000	20	2,000	2,000	2,000	2,000
213	RENT	22,710	22,710	0	22,710	22,710	22,710	22,710
214	RATES	3,200	3,260	60	3,330	3,400	3,470	3,540
215	WATER SERVICES	300	350	50	360	370	380	390
217	CLEANING AND DOMESTIC	80	280	200	290	300	310	320
219	CONTRIBUTION TO FUNDS	2,300	14,300	12,000	14,300	14,300	14,300	14,300
315	CAR ALLOWANCES	15,900	15,220	(680)	15,470	15,730	15,960	16,210
411	EQUIPMENT AND FURNITURE	102,810	89,680	(13,130)	90,350	91,030	91,530	92,500
412	MATERIALS	100	100	0	100	100	100	100
431	CLOTHING AND UNIFORMS	1,090	1,110	20	1,130	1,150	1,170	1,190
441	GENERAL OFFICE EXPENSES	30,350	30,900	550	31,030	31,170	31,310	31,450
451	CONTRACTUAL	28,080	20,930	(7,150)	21,350	21,770	22,210	22,650
452	OTHER SERVICES	84,470	73,400	(11,070)	75,110	74,790	76,520	76,210
461	COMMUNICATIONS AND COMPUTING	179,820	179,530	(290)	181,650	183,820	186,040	188,300
471	STAFF	4,840	5,020	180	5,080	5,130	5,190	5,240
481	GRANTS	143,110	382,680	239,570	362,680	354,050	328,000	326,290
482	SUBSCRIPTIONS	3,310	3,230	(80)	3,250	3,270	3,290	3,310
491	INSURANCE	35,360	37,490	2,130	39,230	39,960	41,050	41,890
492	CONTRIBS TO FUNDS AND PROVISNS	258,130	234,030	(24,100)	238,510	243,080	247,750	252,490
493	OTHER	114,010	120,200	6,190	119,530	118,860	118,180	117,490
612	OTHER TRANSFER PAYMENTS	60,220	65,550	5,330	65,550	65,550	65,550	65,550
711	ADMIN BUILDINGS	123,940	106,940	(17,000)	108,730	110,200	111,830	113,450
712	CENTRAL DEPARTMENT SUPPORT	581,810	565,500	(16,310)	573,240	578,970	584,660	590,420
713	CSS MONTHLY PERCENTAGE RECHGS	23,840	25,090	1,250	25,530	25,950	26,440	26,900
715	DEPARTMENTAL ADMINISTRATION	8,380	9,450	1,070	9,380	8,950	9,050	9,150
821	CAPITAL CHARGE	469,250	591,530	122,280	590,980	605,740	605,740	605,760
	RUNNING EXPENSES SUB TOTAL	2,300,140	2,601,230	301,090	2,601,620	2,623,100	2,615,490	2,630,560
922	Contributions From Other Las	0	(20,460)	(20,460)	(20,460)	(20,460)	(20,460)	(20,460)
928	Recharge Non Gf Accounts	(453,980)	(515,040)	(61,060)	(515,600)	(522,660)	(526,260)	(530,000)
931	Sales	(114,700)	(117,200)	(2,500)	(115,200)	(115,200)	(117,200)	(115,200)
932	Fees And Charges	(14,600)	(59,230)	(44,630)	(21,840)	(21,840)	(21,840)	(21,840)
933	Rents	(135,110)	(156,250)	(21,140)	(155,760)	(155,270)	(154,790)	(154,790)
938	Fees And Charges	(184,800)	(122,780)	62,020	(125,120)	(127,520)	(129,970)	(132,480)
939	Other Receipts	(94,420)	(97,200)	(2,780)	(98,130)	(99,080)	(100,050)	(101,040)
941	Interest	(610)	(630)	(20)	(630)	(630)	(630)	(630)
951	Recharge Gf Rev Accounts	(1,381,450)	(1,302,700)	78,750	(1,317,540)	(1,342,300)	(1,355,650)	(1,369,300)
	INCOME SUB TOTAL	(2,379,670)	(2,391,490)	(11,820)	(2,370,280)	(2,404,960)	(2,426,850)	(2,445,740)
	COMMITTEE TOTAL	1,646,610	2,019,340	372,730	2,013,380	2,017,730	2,005,910	2,019,980

HOMES & COMMUNITIES COMMITTEE
ADVERTISING RATES FOR VOICE MAGAZINE

Size	2015/2016 Existing	2016/2017 Proposed
Full page (210mm wide x 295mm deep)	£1,040 + VAT	£1,060 + VAT
½ page (210mm wide x 147.5mm deep)	£624 + VAT	£636 + VAT
¼ page	£364 + VAT	£371 + VAT
Back (full page dimensions)	£1,275 + VAT	£1,300 + VAT

HOMES & COMMUNITIES COMMITTEE
LICENSING FEES

Type of Licence		Relevant Act or Order*	2015/16	2016-17 Proposed	Duration
1	Hypnotism – Grant	Ref 001	£46	£48	Occasional for specific dates
2	Sex Establishment – Grant/Renewal	Ref 002	£3540	£3540	Up to 1 year
3	(a) Hackney Carriage	Ref 003	£208	£210	Annual
	(b) Private Hire Vehicle –	Ref 003	£160	£163	Annual
	(c) Ambulance Vehicles	Ref 003	£90	£92	Annual
	(d) Hackney Carriage/Private Hire Drivers	Ref 003	£94	£110 renewal £175 new applicants	3 years or lesser depending on circumstances
	(e) Hackney Carriage/Private Hire Drivers Licence (persons over 65 years)	Ref 003	£32	£40	Per Year
(f) Ambulance Drivers	Ref 003	£63	£70 renewal £90 new applicants	3 years or lesser depending on circumstances	
(g) Ambulance Drivers over 65	Ref 003	£22	£25	Annual	
(h) Private Hire Operators	(i) Basic	Ref 003	£145	£150 £250	3 years 5 years*
	(ii) plus per vehicle		£27	£28	
(i) Ambulance Operators	(i) Basic	Ref 003	£140	£145 £240	3 years 5 years*
	(ii) plus per vehicle Plates		£17	£18	
(j) Knowledge Test	Ref 003	£37	£38	One Off	
(k) Drivers Test	Ref 003	£37	£38	One Off	
(l) Replacement Badge	Ref 003	£16	£16	One Off	
(m) Replacement Plate	Ref 003	£39	£39		
(n) Transfer of Plate (No replacement plate to be issued)	Ref 003	£42	£42	One Off	

(o)	Temporary Plate/Transfer of Plate (including Plates and magnetic roundals)	Ref 003	£83	£83	One Off
(p)	Temporary Plate/Transfer of Plate (including Plates and stick on roundals)	Ref 003	£70	£70	One Off
(q)	Temporary & Permanent Magnetic Roundels	Ref 003	£16	£16	One Off
(r)	Additional Stick on Roundels	Ref 003	£8	£8	One Off

Fees have been generally increased by approximately 2%. Some fees are unchanged to better reflect the actual costs

***A new 5 year duration of licence has been introduced.**

GAMBLING ACT 2005
DISCRETIONARY FEES

These fees are set at the discretion of the local Authority within a framework on minimum and maximums set in statutory regulations.

No changes are proposed for these fees.

	Bingo	Adult Gaming Centre	Family Entertainment Centre	Betting Premises (Ex Tracks)	Betting On Track
Transitional Fast Track Application	£200	£200	£200	£200	£200
Transitional Non-Fast Track Application	£800	£800	£800	£800	£800
New Application	£943	£943	£943	£943	£943
Application for Reinstatement of Licence	£500	£500	£500	£500	£500
Application for Provisional Statement	£943	£943	£943	£943	£943
Application to Convert Provisional Statement	£600	£600	£600	£600	£600
Application to Vary Licence	£800	£800	£800	£1000	£1000
Application to Transfer Licence	£33	£33	£33	£33	£33
Notification of Change	£51	£51	£51	£51	£51
Copy of Licence	£16	£16	£16	£16	£16
Annual Fee	£475	£475	£475	£475	£475

GAMBLING ACT 2005
FEES SET BY STATUTE

Permit		Fee	Comments
Family Entertainment Centre	Transitional	£100	
	New	£300	
	Renewal	£300	
	Change of Name	£25	
	Copy Permit	£15	
Prize Gaming Permits	Transitional	£100	
	New	£300	
	Renewal	£300	
	Change of Name	£25	
	Copy Permit	£15	
Gaming Machines in Alcohol Licensed Premises	Notification of up to 2 machines	£50	
	Gaming machine permit for more than 2 – existing operator	£100	
	Gaming machine permit for more than 2 – new operator	£150	
	Variation (number of category)	£100	
	Transfer	£25	
	Annual fee	£50	
	Change of name	£25	
	Copy of permit	£15	
<u>Club Gaming and Club Machine Permits</u>	Existing Operators (transition)	£100	
	New Application	£200	
	Renewal	£200	
	Variation	£100	
	Annual Fee	£50	
	Copy of Permit	£15	
Temporary Use Notice		£100	
Small Society Lottery	Exempt Lotteries – Registration Fee	£40	
	Exempt Lotteries – Annual Fee	£20	

LICENSING ACT 2003
FEES SET BY STATUTE

<u>Type of Licence</u>	<u>Current Fee</u>	<u>Comments</u>
Premises licence - Application	Variable	The fee payable depends on the rateable value of the premises which are prescribed/set nationally.
Premises Licence – Annual Fee	Variable	The fee payable depends on the rateable value of the premises which are prescribed/set nationally.
Premises Licence –Additional Fee for Large Events	Variable	The fee payable depends on the rateable value of the premises which are prescribed/set nationally.
Premises Licence – Full Variation	Variable	The fee payable depends on the rateable value of the premises which are prescribed/set nationally.
Premises Licence –Minor Variation	£89	
Personal Licence	£37	
Temporary Event Notice	£21	

There are currently no proposals by Government to increase the fees in 2016/17

CHANGE TO OPERATIONAL PROCEDURES FOR HOUSEHOLDS IN TEMPORARY ACCOMMODATION WHO ARE NOT OWED STATUTORY DUTIES

1.0 Purpose of Report

1.1 To inform Members of a change in operational procedures taking into account recent case law from the UK Supreme Court, which no longer requires local housing authorities to seek court orders to remove the provision of temporary accommodation for households who, under section 188 of the Housing Act 1996, are considered not to be owed the main housing duty.

2.0 Background Information

2.1 The legislative threshold for determining if section 188 duties of the Housing Act 1996 are triggered on an application, requiring a local housing authority to provide interim temporary accommodation pending investigation and issuing of a statutory homeless decision is relatively low. The test/assessment applied is as follows:

- Is the applicant eligible for assistance;
- Are they homeless;
- And does the local housing authority have reason to believe that the applicant *may* be in priority need.

2.2 Section 188 duties are ended upon the issuing of a statutory homeless decision. In cases where main housing duties are subsequently owed to an applicant/household under section 193 of the Housing Act 1996, the local housing authority will continue to provide temporary accommodation for a reasonable period of time whilst an offer of longer term, settled accommodation is obtained therefore enabling the authority to discharge and end its duties.

2.3 In cases where the decision issued is a negative one, meaning the authority does not accept that the applicant is owed any duties under the statutory assessment (section 184), the duty to provide interim accommodation ceases as soon as the applicant is notified of this decision.

3.0 Operational Procedures

3.1 At this point, current procedure for an applicant/households where duties have ceased and they have lost their right to remain in interim temporary accommodation provided by the authority is that they are issued with a notice to quit, giving 28 days' notice that they are required to leave the accommodation. If the applicant/household fails to vacate the accommodation after the 28 days' reasonable notice period the authority would apply to the court for a possession order.

3.2 Securing a court hearing date, which officers from Housing Options and Legal are required to attend, can take many weeks from the point of application and costs £250 per application. During this time the authority would continue to accommodate the applicant/household, often costing the authority further for lost rental income and increased staff resources in managing these difficult cases.

- 3.3 Ultimately, in this scenario the applicant/household is occupying accommodation which the authority is no longer legally required to provide and their continued occupation may be preventing another applicant/household being accommodated by the authority. The court also has no discretion and is required to award a possession order, as requested by the authority. The court can however, instruct the authority to provide accommodation for a further reasonable period of time before instructing bailiff's to remove any applicant/household still residing in the temporary accommodation at this point, costing a further £250.
- 3.4 In two cases recently brought before the Supreme Court, R (ZH and CN) v London Boroughs of Newham and Lewisham [2014] UKSC 62, the court reached the decision that temporary accommodation provided on a license in conjunction with a local housing authorities interim duties to accommodate, section 188 duties, did not constitute a dwelling in the eyes of the law and could not be safeguarded by the using of section 3(1) of the Protection from Eviction Act 1977 (PEA) – therefore meaning, there is no longer a requirement to seek a court order for possession.
- 3.5 It is therefore proposed that current procedures are amended to enable the authority to consider on a case by case basis a reasonable period of notice for an applicant/household to remain in temporary accommodation when issuing negative statutory homeless decision letters (ranging from immediate possession to 28 days, however 28 days will still be given in the majority of cases) and to remove the procedure of entering cases into court.
- 3.6 On average over the last couple of years there have been 2 cases a year where the authority has had to take court action to remove occupants from temporary accommodation and between 10 and 15 cases that, having been provided with interim accommodation pending assessment of duties, have refused to leave when requested but subsequently left prior to their court hearing, therefore wasting a lot of officer time and resource for the authority.
- 3.7 Whilst the number of cases are not significantly high, demand on the provision of temporary accommodation remains constant and the legislative threshold for determining the requirement to provide section 188 interim duties, as discussed above, remains unchanged. It is for these reasons that this operational change in procedure is intended to be implemented on 1st February 2016, to enable the authority to make best use of its temporary accommodation provision and reduce costs.

4.0 Equalities Implications

- 4.1 This amended procedure has the potential to impact applicants who are not considered to be owed duties under Part VII of the Housing Act 1996, as they will be required to vacate temporary accommodation more expediently than they would have done previously. However, all cases will be offered cases officer support and assistance to secure alternative accommodation.

5.0 Impact on Budget

- 5.1 There is no impact on the Council's budget contained within the report.

6.0 RECOMMENDATIONS that:

- (a) the contents of the report be noted; and**
- (b) the committee lend their support to the proposed change in operational procedures.**

Reason for Recommendations

To demonstrate the Council's commitment to making the best use of its temporary accommodation, ensuring placements are available to those who are owed statutory main housing duties.

Background Papers

Nil

For further information please contact Leanne Monger, Business Manager – Housing Options, Energy and Home Support on extension 5545.

Karen White
Director - Safety

AFFORDABLE HOUSING DELIVERY

1.0 Purpose of Report

- 1.1 To provide the Committee with an update on affordable housing delivery across the district and to advise on the pending changes to national housing and planning policies.

2.0 Background Information

- 2.1 The following paragraphs set the current policy and strategic background that enable the delivery of affordable housing to meet the evidenced housing need across the district.

Planning Policy

- 2.2 Affordable housing is defined in Annex 2 of the National Planning Policy Framework (NPPF) as ‘social rented, affordable rented and intermediate housing provided to eligible households whose needs are not met by the market’. **Appendix A** provides the full details of Annex 2.

- 2.3 The current definition includes some low cost home ownership models such as shared ownership and shared equity, provided they are subject to ‘in perpetuity’ restrictions or that the subsidy is recycled for alternative affordable housing provision.

- 2.4 NPPF at paragraph 50 states that for local planning authorities to deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities they should:

- *plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes);*
- *identify the size, type, tenure and range of housing that is required in particular locations, reflecting local demand; and*
- *where they have identified that **affordable housing** is needed, set policies for meeting this need on site, unless off-site provision or a financial contribution of broadly equivalent value can be robustly justified (for example to improve or make more effective use of the existing housing stock) and the agreed approach contributes to the objective of creating mixed and balanced communities. Such policies should be sufficiently flexible to take account of changing market conditions over time.*

- 2.5 The Council’s adopted Local Development Framework (Local Plan) Core Strategy meets the above requirements and the approach to the delivery of new build affordable housing is set out in Core Policy 1 and 2, as shown at **Appendix B**.

- 2.6 Through the planning process the primary aim is to ensure that on site affordable housing is delivered on market housing developments where the requirements of Core Policy 1 are triggered and enabled through a Section 106 agreement (S106). On occasions a commuted sum can be agreed in lieu of on site delivery and such money is then used to deliver affordable housing on an alternative site(s).

- 2.7 Where viability appraisals evidence that infrastructure contributions or affordable housing delivery required through the Planning Policy jeopardises the ability of a site to come forward the local authority must act with flexibility, reducing or removing obligations so that overall housing growth can be delivered.

Strategic Priorities

- 2.8 Under the Council's current strategic priority of 'Place', the theme of 'Grow' has the strategic objective of 'increasing the amount of affordable housing'.

Housing Growth

- 2.9 The Council's Policy Committee at its meeting on 3rd July 2014 resolved to approve the report (*Agenda Item No.15*) that outlined the development of a housing growth strategy for the Council to deliver both new affordable and open market homes across the district, set against the background of maintaining a viable Housing Revenue Account Business Plan (HRA BP).
- 2.10 The report appraised the key strategic context and financial considerations that need to be taken into account in determining the Council's strategy. It also detailed the financing options available and delivery mechanisms that could secure housing growth opportunities over a short, medium and long term development programme.
- 2.11 To date the Council has developed 77 new Council homes across the district.
- 2.12 Work continues to be progressed to develop the Councils approach to housing growth with consideration now being given to the impact of the Housing & Planning Bill, Welfare Reform & Work Bill, Spending Review and the Autumn Statement, in order to understand the scale of growth that can now be achieved. The outcome of this work will be reported to the Policy & Finance Committee.

3.0 Housing Need

- 3.1 In accordance with the statutory framework the Council undertakes regular assessments of housing need/demand within the district for both affordable and market housing. Such evidence informs the development of policies, priorities and strategies as cited in section 2 of the report.
- 3.2 As Members will note findings of the Newark & Sherwood Housing Market and Needs Assessment 2014 and Sub-Area Analysis were presented to the Committee at its meeting on 7th January 2015. The key recommendations of the Assessment can be seen at **Appendix C**.
- 3.3 In addition, as at December 2015 3987 applicants are registered for affordable housing (social/affordable rented) through the Council's Choice Based Letting scheme.
- 3.4 The Council also assesses need at a local level through Parish Housing Needs Surveys and 25 villages have benefited from a parish survey in the last seven years.

4.0 Affordable Housing Delivery

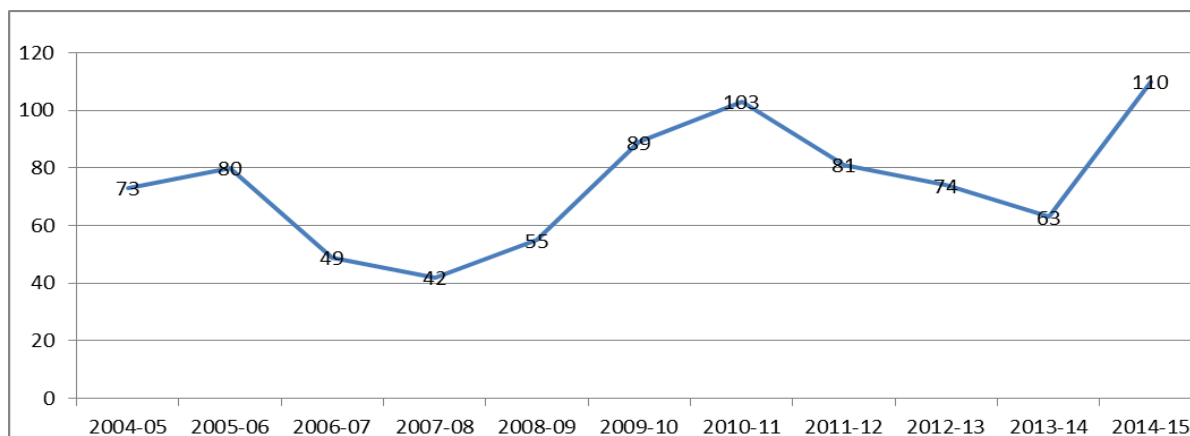
- 4.1 A range of approaches are adopted to secure the delivery of additional affordable housing in the district, through working in partnership with Newark & Sherwood Homes (NSH), Registered Providers (housing associations) and developers.
- 4.2 Approaches include the direct delivery of additional affordable housing by the Council, providing housing grants and land to Registered Providers to enable the delivery of additional affordable housing and negotiating with developers to ensure the requirements of Core Policy 1 are met.

Finance

- 4.3 The Homes & Communities Agency (HCA) administer the national affordable homes programme and through a competitive bidding process provide housing grants to Registered Providers, including partner local authorities, towards the overall development costs of a scheme.
- 4.4 Over the last 10 years grant rates have significantly reduced from an average of £60,000 per unit to just below an average now of £20,000 per unit. Members should note that grants are now only offered to schemes that provide 'affordable rented' units, previously grant was applicable to 'social rented' units.
- 4.5 The amount of grant received in the district through the HCA's last 3 national affordable programmes is estimated to be in the region of £20m, in addition to Registered Providers and the Council's own finance. This shows that through the strong partnerships the Council has developed significant inward investment has been achieved to ensure the delivery of additional affordable housing.
- 4.6 In terms of Housing Revenue Account (HRA) finance at present the Council has immediate access to £8.3m of borrowing headroom to facilitate the delivery of housing growth, plus anticipated resources of £2.161m within the HRA Business Plan to 2018/19.
- 4.7 In addition to the above sum the Council has, at this point, collected £1.449m through Section 106 commuted sum payments designated for the delivery of additional affordable housing within the district.
- 4.8 As noted at paragraph 2.12 work is being progressed to appraise the Council's future approach and capacity for housing growth.

Historic Delivery

- 4.9 Over the past ten years a total of 819 affordable homes have been provided within the district, through S106 Agreements, 100% affordable housing developments, the Council's own developments and Newark & Sherwood Homes growth programme. The chart below illustrates the delivery of affordable housing from 2004/05 onwards to 2015, averaging 82 units per year over this period.



- 4.10 Traditionally a significant proportion of affordable housing provision in the district has been delivered through the land use planning system, via S106 agreements. Here a Registered Provider would purchase the affordable units at a discounted rate from the developer on those qualifying sites.
- 4.11 More recently the reduction in housing grant levels provided through the HCA's national affordable homes programme has severely impacted on local Registered Providers Business Plans and their ability to bid for S106 affordable housing units. In light of this, and through development of the Councils housing growth strategy, it has enabled the Council to intervene in the market and bid for S106 affordable units.
- 4.12 This approach has seen the Council successfully secure 16 S106 affordable housing units at Barratts' Ash Farm development in Farnsfield. The price to be paid for these units equates to 40% of the open market value.
- 4.13 Over the last few years a number of sites have delivered 100% affordable housing schemes, these include Nottingham Community Housing Associations (NCHA) development at Grange Road, Newark (66 units), Derwent Livings development at Barnby Gate, Newark (74 units) and the Councils own development in Bilsthorpe (25 units).
- 4.14 The Council also works with NCHA, through the Trent Valley Partnership, to deliver a rural affordable housing programme. This has enabled the development of 8 affordable units at Ruby Court, Southwell and 15 units at a scheme in Walesby due for completion in February 2016 (the Council is contributing a grant towards the development costs for this scheme). Futures rural schemes in Caunton and North Muskham are currently being appraised.

2014/15 Delivery

- 4.15 The Council has an excellent record with its partners in delivering a good supply of affordable homes, amounting to over 100 units in 2014/15. This compares favourably with other local authorities in Nottinghamshire, as detailed below:

Authority	Total Delivery	Social Rent	Affordable Rent	Intermediate (Shared Ownership)	Intermediate Rent
Newark & Sherwood	107	0	82	22	3
Ashfield	69	55	0	14	0
Rushcliffe	65	9	55	1	0
Broxtowe	45	0	39	6	0
Gedling	44	20	10	14	0
Bassetlaw	7	0	0	7	0
Mansfield	2	0	2	0	0

Source: DCLG Statistics. Live Table 1011. Updated December 2nd 2015

- 4.16 The following table provides details on those affordable housing schemes delivered in the district during 2014/15 by location, ownership, tenure and type.

Location	Ownership	Affordable Rent	Shared Ownership	Type
Barnby Gate, Newark (100% Affordable Housing Scheme)	Derwent Living	57	17	6 X 1 bed flats 30 X 2 bed houses 18 X 3 bed house 3 X 3 bed (5p) houses
Pitomy Farm, Collingham (S106)	NCHA	4	4	8 x 2 bed houses
Scarborough Road, Bilsthorpe (100% Affordable Housing Scheme)	HRA	25	0	25 X 2 Bed bungalows
Total		86	21	107

Anticipated Delivery

- 4.17 The table below shows the number of units that are at this point anticipated to be delivered over the next 4 financial years. It is difficult to give an accurate picture beyond 2018 as further sites may come forward through the planning system, some sites may be delayed, funding and policy arrangements may change and it is also difficult to gauge delivery on major schemes that will have a number of phases over a long build period.

Scheme Details	Ownership	No. of units	Progress
Anticipated delivery 2016 - 18			
32 1 and 2 bed HRA apartments are being developed on a total of 5 HRA sites in Balderton, Newark & Edwinstowe, supported by HCA grant funding. (100% affordable housing development)	HRA	32 (affordable rent)	In development, anticipated completion Qtr2 2016/17.
4 x 1 bed apartments in Edwinstowe. (100% affordable housing development)	NSH	4 (intermediate rent)	In development, anticipated completion Qtr2 2016/17.

<p>15 rural affordable housing units - 10 x 2 bed bungalows, 2 x 3 bed houses, 3 x 2bed house) at Walesby. The Council approved a proportion of capital funding to NHCA, in addition to HCA grant funding. <i>(100% affordable housing development)</i></p>	NCHA	15 <i>(affordable rent)</i>	In development, anticipated completion 22/02/16.
<p>Bid submitted to the HCA's 2nd phase Care and Support Specialised Housing Fund to develop a 60 unit supported housing/extra care scheme in partnership with Nottinghamshire County Council at Bowbridge Road, Newark. <i>(100% affordable housing development)</i></p>	HRA	60 <i>(affordable rent)</i>	<p>At HCA bid stage, awaiting announcement.</p> <p>Policy & Finance Committee approval required to commence scheme.</p> <p>Subject to Planning Permission.</p>
<p>Barratt Homes development of 88 units at Ash Farm, Farnsfield. 26 affordable homes are being delivered on the site, 10 for shared ownership & 16 for affordable rent. Through the S106 agreement the Council is acquiring 16 units for rent comprising 8 x 2 bed houses, 4 x 3 bed houses & 4 x 2 bed bungalows. <i>(S106)</i></p>	HRA	16 <i>(affordable rent)</i>	<p>In development.</p> <p>Contracts Exchanged. <i>(Policy & Finance Committee approval given to purchase the 16 rented units).</i></p> <p>Price to be paid equates to 40% of open market value.</p> <p>Property handover anticipated between August 2016 and June 2017.</p>
<p>Ben Bailey (Avant) Homes development of 148 homes at Wellow Road, Ollerton. 8 units (2 bed houses) to be transferred to the District Council as a S106 contribution for a nominal sum of £1. <i>(S106)</i></p>	HRA	8 <i>(affordable rent)</i>	<p>In development.</p> <p>Policy & Finance Committee approval to be sought on 28/01/16.</p> <p>Anticipated Contract Exchanged February 2016.</p>

			Property handover anticipated Qtr3 2016/17.
Sleaford Road, Newark 71 unit affordable housing scheme with HCA grant funding secured. The scheme comprises 20 x 1 Bed apartment, 39 x 2 bed/4p houses and 12 x 3 bed/5p houses. <i>(100% affordable housing development)</i>	Waterloo	71 <i>(affordable rent/shared ownership)</i>	Indicative start on site Qtr4 2015/16, with completion by early 2018.
Beacon Hill Road, Newark - development consists of 189 units, 57 affordable homes are being delivered on site. The affordable units comprise 24 x 1 bed apartments, 18 x 2 bed houses, 13 x 3 bed houses, 2 x 4 bed houses. <i>(S106)</i>	Longhurst	57 <i>(intermediate rent/shared ownership)</i>	In development. Phase 1 - 16 x 1 bed apartments, indicative completion 03/16. Phase 2 - 4 x 1 bed house and 2 x 2 bed house, indicative completion 09/16. Remaining delivery of the affordable housing units dependent on sales of the market housing.
Clipstone x 3 sites in NCHA's ownership, total indicative scheme will comprise 1 bed apartments and 2 bed houses. HCA funding has been secured for the scheme. <i>(100% affordable housing development)</i>	NCHA	25 <i>(affordable rent/shared ownership)</i>	Subject to Planning Permission. Anticipated completion Qtr 4 2017/18.
Rural housing scheme feasibility of location currently being assessed. The Council have approved a proportion of capital funding to NHCA, in addition to HCA grant funding.	NCHA	6-10 <i>(affordable rent/shared ownership)</i>	Subject to Planning Permission. Anticipated completion Qtr 4 2017/18.
Anticipated delivery 2018 - 20			
The Council is assessing the feasibility of taking an off-site S106 contribution in the form of land (Newark location) and a monetary sum. The land would then be developed for affordable housing. <i>(100% affordable housing development)</i>	HRA	12 <i>(affordable rent)</i>	Policy & Finance Committee approval required to commence scheme.

The Council has completed a financial appraisal to acquire 6 units from St. Leonards Hospital Trust. <i>(This is not new additional affordable housing for the district, but will add to the HRA's stock)</i>	HRA	6 <i>(affordable rent)</i>	Policy & Finance Committee approval given to make an offer for the units.
Blidworth, Belle Vue – NSH have acquired this site and currently assessing the feasibility of development. <i>(100% affordable housing development)</i>	NSH	21 <i>(tenure TBC)</i>	Subject to Planning Permission, (this is an allocated site for housing). NSH Board approval required to progress delivery
Southwell (Nottingham Rd) 8 affordable homes comprising 6 x 1 bed apartments and 2 x 2 bed houses. <i>(S106)</i>	To be identified	8 <i>(affordable rent/shared ownership)</i>	

5.0 **National Policy**

- 5.1 Though there has been an up turn in the housing market, and subsequent increase in the number of major planning applications being received by the Council, recent national housing and planning policy proposals could have a detrimental impact on the total number of affordable housing units in the district through depletion of the existing stock and reduction in new build delivery.
- 5.2 Further to the publication of the Housing & Planning Bill and Welfare Reform & Work Bill officers are continuing to assess the impact of the following Policy areas:
- 4 year 1% rent reduction – Implementation April 2016
 - Pay to Stay – expected implementation April 2017
 - High Value Council houses - expected implementation April 2017
 - Ending of life time tenancies - expected implementation April 2017
 - Introduction of Right to Buy to Housing Association properties – currently being trailed in 5 pilot Associations.
- 5.3 The Housing & Planning Bill also introduces the concept of ‘Starter Homes’, (*new homes available for first time buyers under 40 at 20 per cent less than the market value, with an initial price cap at £450,000 in London and £250,000 outside, which after 5 years can be sold at full market value*).
- 5.4 Here Councils will have a duty to promote Starter Homes, with an option for the Government to introduce regulations to determine that Councils can only grant planning permission if a specific Starter Home requirement is met.
- 5.5 Additionally, it is proposed to amend the definition of affordable housing in national planning policy to include a wider range of low cost home ownership options, which could dilute and reduce the delivery of traditional forms of affordable housing, i.e. social and affordable rented units.

- 5.6 There are also suggestions that the HCA's future national affordable homes programme will focus on the supporting the delivery of low cost home ownership products rather than affordable rented units.
- 5.7 In light of the above, Registered Providers operating in the district are currently reporting that through their revised Business Planning processes their ability to deliver affordable rented products in district may diminish and their focus could switch to delivery of low cost home ownership products.
- 5.8 As Members will expect a great amount of uncertainty on the future delivery of affordable housing in the district has been generated due to the status of the above national policies and current progress of these through the House of Commons. This is along with considering the impact the proposed policies could have on residents in housing need and the wider housing market in the district.
- 5.9 Presently, there is still a lack of clarity on the specific details of the proposals and implementation frameworks. Officers continue to monitor these matters, with initial scenarios being assessed, and future reports will be presented to the relevant Committee's once the full detail has been provided.

6.0 Development Costs

- 6.1 Members have previously raised the cost of developing new build Council housing compared to the wider development industry. Undertaking relative financial comparisons of both build and total scheme costs can be a very imprecise exercise as this is a complex area given that each individual site will have its own circumstances and variables. Scheme costs fluctuate significantly depending on many variances including size, location (rural/urban) and type of the development, scale of an organisations overall development programme, greenfield/brownfield site, land value, access, scheme design, unit type and mix, level of the sustainable homes code, use of and quality of materials, greenfield/brownfield, topography, remediation costs, availability of base products, supply chain, labour costs and fees and importantly market conditions.
- 6.2 An initial, desk top assessment of comparative build costs has been undertaken looking at the Building Cost Information Service (BCIS) and DCLG Price trends across the building industry and at a broad level this does show that the Council's affordable housing developments are marginally more expensive than market developments.
- 6.3 It should be acknowledged that when developing with HCA grant the standards required for affordable housing have traditionally been higher than that of market housing. In addition, the products installed in an affordable housing unit are normally more durable as there is a need to manage and minimise lifecycle (*maintenance and replacement*) costs as the asset is retained, rather than sold, so to maintain a viable HRA BP.
- 6.4 When drawing comparison with affordable housing development costs, however, it is of more relevance to compare these on a similar footing, as illustrated in the following tables:

HCA Affordable Homes Programme 2011-15 total scheme costs (TSC) by Operating Area

HCA Operating Area	TSC	Homes	TSC/home
East and South East	£2,555,835,105	15,986	£159,880
Midlands	£1,943,884,828	15,905	£122,218

North East, Y & H	£1,144,550,008	11,162	£102,540
North West	£1,226,858,029	10,488	£116,977
South and South	£2,022,321,021	15,369	£131,584
TOTAL	£8,893,448,991	68,910	£129,059

District Council completed new build development total scheme costs (TSC)

Programme	TSC	Homes	TSC/home
HCA Local Authority New Build (2009 – 11)	£4,281,680	52	£82,340
HCA Care & Support (2012/13)	£2,363,900	25	£94,556

- 6.5 The below extract is from a report commissioned by the National Federations of ALMO's and Local Government Associations in 2012, titled 'Lets Get Building'.

"A survey of house building by stock-retaining councils found average costs of completed houses to be £119,000 per unit and £114,000 for those still under construction, including land (*APSE, 2011, Firm Foundations: The holistic benefits of building by stock retained councils*). In this report we have therefore assumed an average unit cost of £116,000."

- 6.6 Therefore, from the above affordable housing development comparisons the Council's costs, at that point in time, are more favourable and significantly below the averages stated at a regional and national level.
- 6.7 In trying to draw comparisons with the wider housing development sector contact has been made with a medium sized developer operating in the Midlands to ascertain indicative scheme costs if they undertook development on a selection of HRA garage and infill sites. Due to the scale of the development, however, the developer advised they would not proceed with such a scheme as this is not a viable Business Plan proposition, linked to their overheads.
- 6.8 A further aspect to consider when focussing on development costs is the added value a Council house growth programme could deliver for the Council set against the strategic context, e.g. use of local labour and supply chain, apprenticeships, improving the appearance of estates by developing on infill sites, influencing the design brief and procurement process. This is in addition to understanding the total cost of ownership when appraising a strategy of stock acquisition and new build delivery, with the requirement to ensure the necessary rate of return on the investment over the term of the HRA BP to maintain its viability.
- 6.9 The Council has also been pro-active in developing different approaches to acquire new affordable units and ensure value for money. For example, the recent purchase of the 16 S106 units at Ash Farm, Farnsfield saw a negotiated price representing 40% of open market value being agreed for the units, which is significantly lower than the costs highlighted in the tables at paragraph 6.4.

6.10 The Committee should also note that due to the upturn in the housing market and developers accelerating their build programmes, development costs are increasing with anecdotal information showing that developers are expecting around a 5% increase in total scheme costs this year.

7.0 RECOMMENDATION

That the information supplied relating to the affordable housing delivery in the district is noted with the Committee making any observations as appropriate.

Reason for Recommendation

To appraise Members on the current delivery of affordable housing across the district and pending changes to national policy that could impact on future delivery and local policy direction.

Background Papers

Nil

For further information please contact Rob Main, Strategic Housing on ext: 5930.

Karen White
Director – Safety

Annex 2: Glossary**Affordable Housing:**

Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.

Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.

Affordable rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).

Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.

Homes that do not meet the above definition of affordable housing, such as “low cost market” housing, may not be considered as affordable housing for planning purposes.

Rural Exception Sites:

Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. Small numbers of market homes may be allowed at the local authority’s discretion, for example where essential to enable the delivery of affordable units without grant funding.

Local Development Framework – Core Strategy – Development Plan Document**Core Policy 1****Affordable Housing Provision**

For all qualifying new housing development proposals and allocated housing sites, the District Council will require the provision of Affordable Housing, as defined in national planning policy, which is accessible and affordable to those unable to compete in the general housing market. The District Council will seek to secure 30% of new housing development on qualifying sites as Affordable Housing, but in doing so will consider the nature of the housing need in the local housing market; the cost of developing the site; and the impact of this on the viability of any proposed scheme. In circumstances where the viability of the scheme is in question, the developer will be required to demonstrate, to the satisfaction of the District Council, that this is the case.

The qualifying thresholds for Affordable Housing provision will be:

Newark Urban Area - all housing proposals of 10 or more dwellings or sites of 0.4 ha or above (irrespective of dwelling numbers);

The rest of Newark and Sherwood - all housing proposals of 5 or more dwellings or sites of 0.2 ha or above (irrespective of dwelling numbers).

The District Council does not normally encourage off site contributions - if such contributions are deemed appropriate, because of the characteristics of the scheme proposed, the District Council will require a financial contribution of equivalent value to that which would have been secured by on site contribution.

The District Council will seek to secure a tenure mix of Affordable Housing to reflect local housing need and viability on individual sites. Overall the tenure mix in the District should reflect the following mix:

60% Social Rented housing
40% Intermediate housing

Core Policy 2**Rural Affordable Housing**

The District Council will pro-actively seek to secure the provision of affordable housing, in defined rural parts of the District**(2)**, on rural affordable housing ‘exceptions sites.’ Such sites should be in, or adjacent to, the main built-up area of villages and meet the requirements set out in Spatial Policy 3 Rural Areas relating to Scale, Need, Impact and Character of Development. Within the Green Belt Settlements development must be in line with Spatial Policy 4 Green Belt.

The need for such housing must be demonstrated by an appropriately constituted Housing Needs Survey.

NEWARK & SHERWOOD - HOUSING MARKET & NEEDS ASSESSMENT 2014

FINAL REPORT

EXECUTIVE SUMMARY

Key Recommendations

Balancing the Housing Market

- Focus new delivery in market housing to address the impact of future demographic and household formation change, meeting the continuing need for small units, mainly 2 bedrooms, to improve the quality of the housing offer.
- Delivery strategy should be closely linked to meeting the growth in older people and enabling a better flow of the existing stock.

Affordable Housing Targets

- The 2014 Affordable Housing Assessment Model identified a shortfall of 221 units a year, the scale of which supports the Local Development Plan affordable housing target of 30% negotiated from the total of all suitable sites, subject to viability.

Affordable Tenure Mix Targets

- The overall affordable tenure target balance should continue at **60% for affordable rent** and **40% intermediate housing**;
- The Housing Market & Needs Assessment (HMNA) data will remain valid until 2019 at which stage it will need to be fully updated as required in Guidance. The assessment should be monitored and updated annually.

Property Size Targets

Affordable Housing

- Consider affordable rented housing property size targets of **40% one and 30% two bedrooms** to meet the needs of single, couple and small family households.
- The need for **three bedroom affordable rented units** should be principally addressed by initiatives to free up the under-occupied stock, (**20%** target).
- **Four** bedroom property needs is greater than the stock of these units and should be 10% of new build;
- Intermediate market housing should be **10% one, 75% two bedrooms** and **15% three bedroom units**.

Market Housing

- It would be reasonable to consider future delivery in the market sector of **50% one and principally two bedroom** properties to address the low current market stock supply to meet the needs of single, couple and small family households and to address demographic change and reducing household size.

- **50%** of market units should be **three and four bedroom** houses to address the needs of larger families, a marginal change from the 2010 study.

Under Occupation

- To address the under-occupation of over 1,150 affordable housing units across the district, continue to develop housing priorities to make best use of the existing stock by providing positive incentives to improve the turnover of houses to address the needs of over-crowded and waiting list families.
- New affordable sector delivery strategy should be closely linked to the needs of older tenants and in resolving the under-occupation of family sized properties.

Older Persons' Housing Needs

- There is an inextricable link between ageing and frailty and the forecast rise in the retired population means that the housing and support needs of older and disabled households is important to consider at a strategic level.
- In line with the strategic priorities already established, resources should focus on the provision of home-based support services and adaptations for older people living at home in both affordable rented and owner occupied housing.
- Support services rely heavily on help provided by family and friends. Carer support networks should be recognised and used to complement rather than replace statutory provision.
- Although a high proportion of older people may have their own resources to meet their accommodation and care needs some may need financial support to enable them to access housing support services.
- As part of the on-going development of the Council Housing Strategy for Older People consider:-
 - ❖ The type and quality of existing supported stock in meeting today's housing standards and preferences and the scale of need and demand for 1,432 units, 1,002 (20% of the stock should be three bed properties) in the affordable sector and 430 in the private sector by 2017.
 - ❖ The large future potential requirement for 'extra care' accommodation to meet the significant growth in the number of people over 85.

PERFORMANCE MANAGEMENT UPDATE - MID YEAR UPDATE 2015/16

1.0 Purpose of Report

1.1 This report will provide Members with a selection of performance information falling under the remit of the Homes and Communities Committee.

2.0 Background

2.1 The Council's performance management framework is administered using Covalent, the performance management system. Each business unit has a selection of performance indicators which are used to inform its management.

2.2 Where performance indicators are measured against a target, their status is reflected by a colour as follows:

	Green status - P.I.'s performing at or above target
	Amber status - P.I.'s performing at minimum level of service delivery
	Red status - P.I.'s performing below minimum level of service delivery

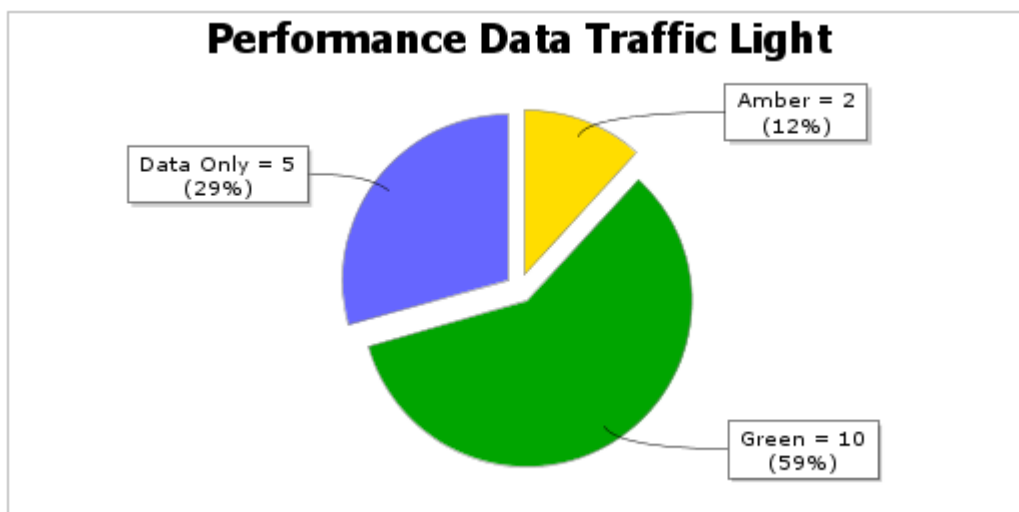
2.3 Targets for all key performance indicators are agreed with Business Managers and their Directors at the start of each financial year.

2.4 Data only performance indicators are not measured against a target.

3.0 Performance Information

3.1 A selection of detailed Business Unit performance data is attached at **Appendix A** for information. An overview of their mid-year performance is reflected in the pie chart below.

Overview of Performance Indicator Status



4.0 Equalities Implications

4.1 There are no direct equalities implications of the report itself as the report is for information only. However, there may be some implications relating to the individual performance indicators included in the report appendix.

5.0 Impact on Budget/Policy Framework

5.1 There are no direct budget/policy framework implications of the report itself as the report is for information only. However, the Committee could take any of the financial performance into account when considering its budget.

6.0 RECOMMENDATION

That the contents of the report be noted.

Reason for Recommendation

This report is to keep Members informed of the latest performance information relating to the Homes & Communities Committee so there are no recommendations requiring action

Background Papers

Nil.

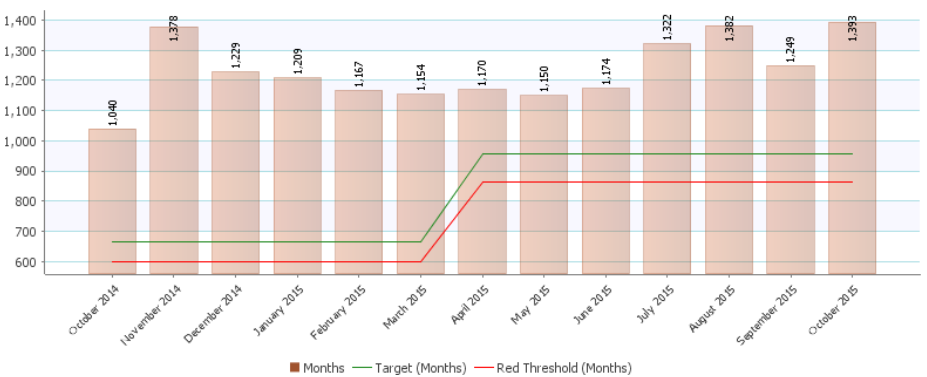
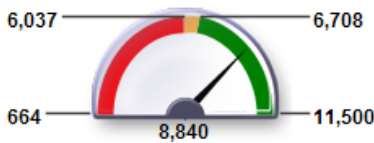
For further information please contact Ged Greaves on Ext 5231.

David Dickinson
Director - Resources

Total no. of CCTV proactive incidents responded to

Actual for Period

Cumulative result for 2015/16 as of October 2015



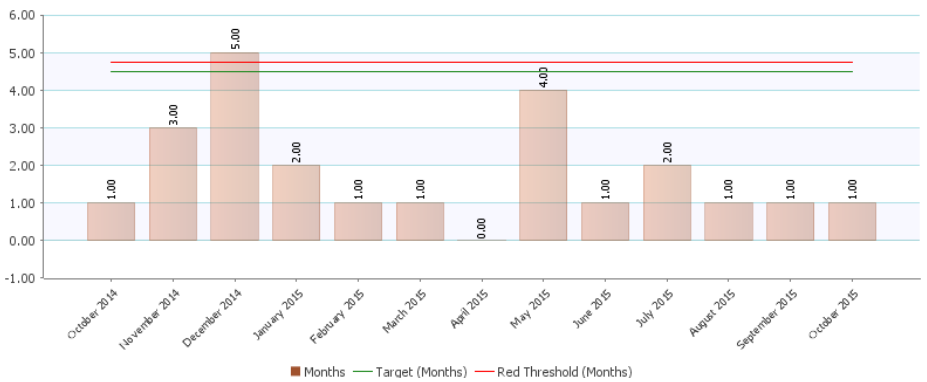
Commentary: Community Safety Business Manager is currently not available to comment. The annual target for this indicator was adjusted in April 15 to form a more realistic target.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.

No. of workplace employee accidents per 1000 employees

Actual for Period

Cumulative result for 2015/16 as of October 2015



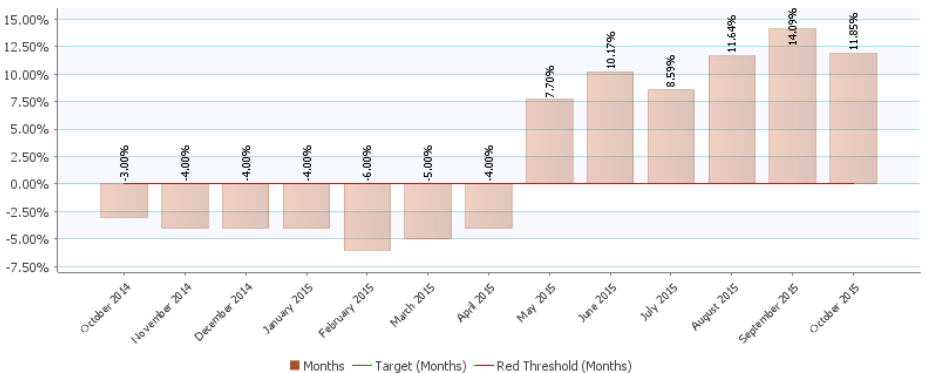
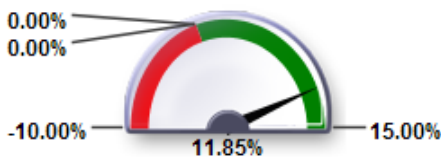
Commentary: Community Safety Business Manager is currently not available to comment. This PI will be reviewed by the Safety and Risk Management Officer in April to see if the target needs adjusting following Active 4 Today being removed from the calculation.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year.

% Reduction in ASB - Newark & Sherwood District

Rolling / Snapshot Outturn

Latest result for 2015/16 as of October 2015

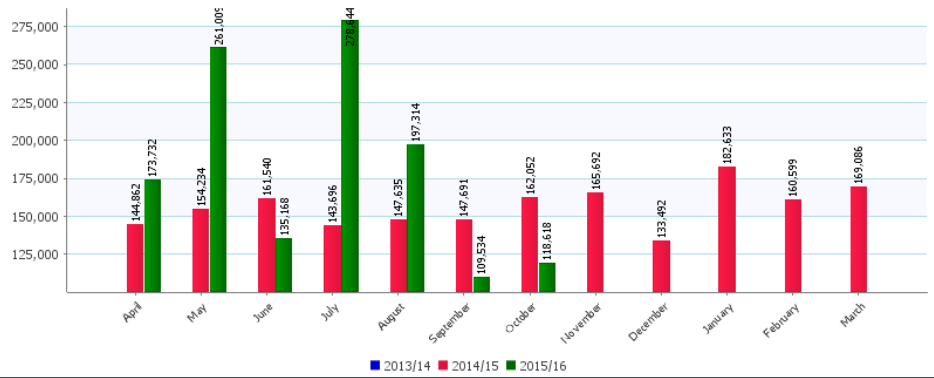


Commentary: Community Safety Business Manager is currently not available to comment.

No. of web page views on the NSDC website - Whole Council

Actual for Period

Cumulative result for 2015/16 as of October 2015
1,274,019

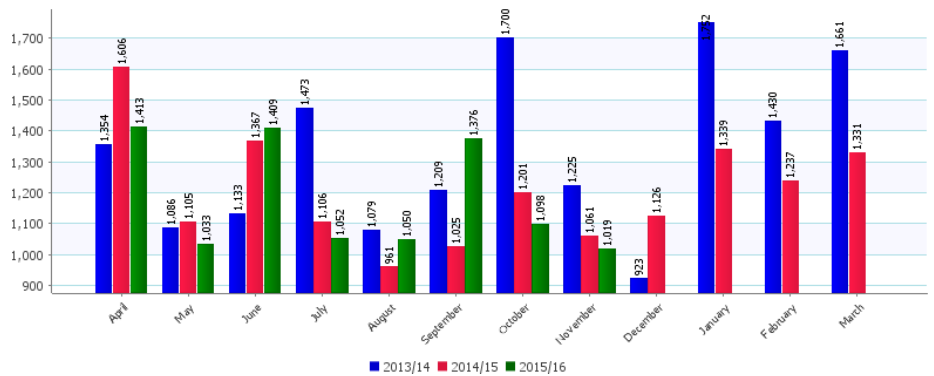


<p>Commentary:</p>	<p>Customer Services Business Manager: There are a number of reasons why this PI is showing a decline</p> <ol style="list-style-type: none"> 1. Historically, a very large number of enquiries to our website were for the leisure centres e.g. swimming timetables. These figures are no longer captured in our figures. 2. There is an anomaly with the figures for July 2015. We have investigated why the figures are so different but have not been able to identify why. 3. The increased figures for May are due to the elections. <p><i>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.</i></p>
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No. of customer face to face enquiries - Newark Town Hall

Actual for Period

Cumulative result for 2015/16 as of November 2015
9,450

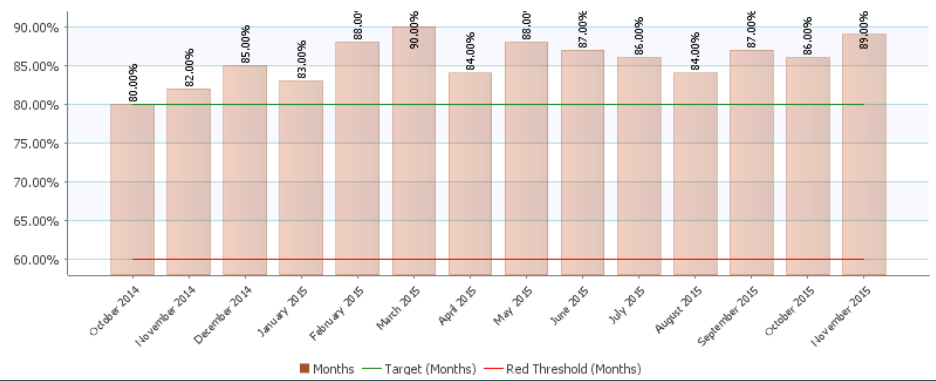
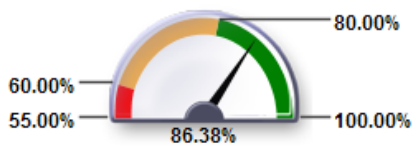


<p>Commentary:</p>	<p>Customer Services Business Manager: The overall numbers to date for 2015/16 are consistent with the number of customers in 2014/15.</p> <p><i>The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.</i></p>
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Avg % of calls filtered to contact centre via 650000 - answered within 20 seconds

Actual for Period

Average result for 2015/16 as of November 2015



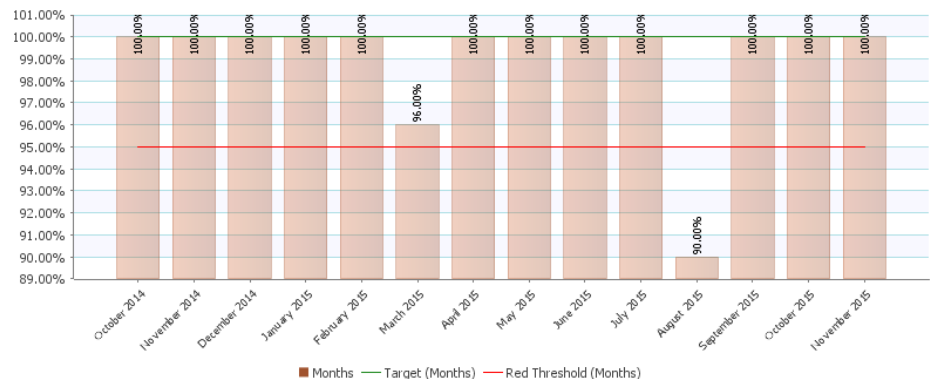
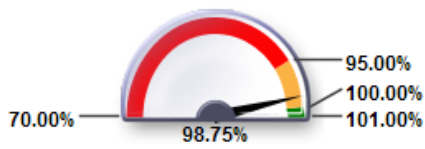
Commentary: Customer Services Business Manager: This PI shows an increase in the number of calls being answered within 20 seconds. This is due mainly to an increase in advisors dealing with telephone calls.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year.

Avg % of media enquiries completed within media deadline (deadline dependant on enquiry)

Actual for Period

Average result for 2015/16 as of November 2015

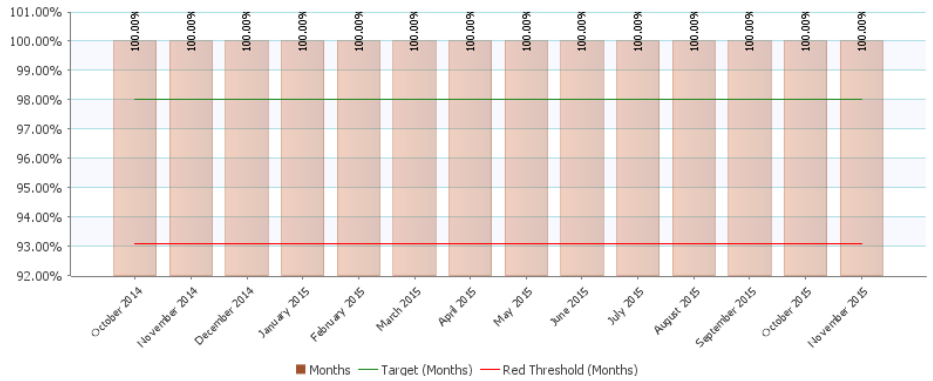
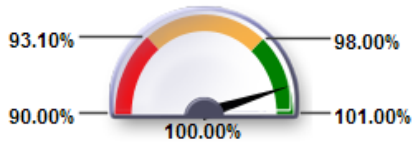


Commentary: Customer Services Business Manager: One enquiry in August did not meet the deadline due to it being received late in the afternoon. Procedures have been amended to ensure that the time an enquiry is received is accounted for.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year.

Avg % of requests for information under FOI/DPA/EIR legislation responded to within deadline (20 working days) Actual for Period

Average result for 2015/16 as of November 2015

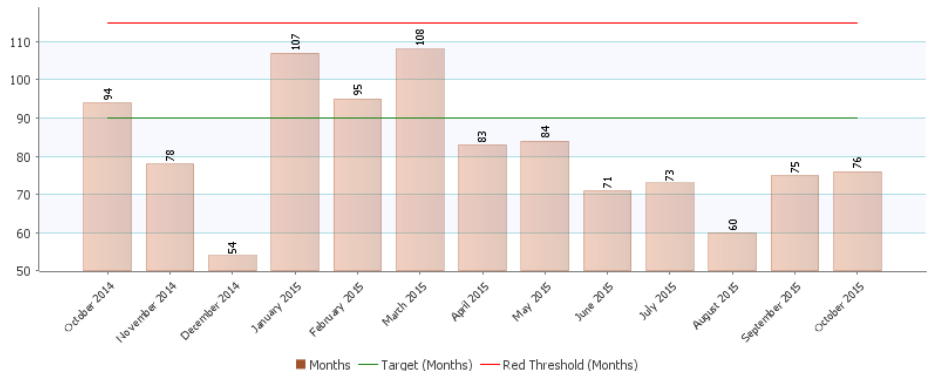


Commentary: Customer Services Business Manager: Even though the number of enquiries received year on year continues to increase the Information Governance team constantly meet the deadline.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year.

No. of approaches for advice and assistance - Housing Options (Demand Gauge) Actual for Period

Cumulative result for 2015/16 as of October 2015



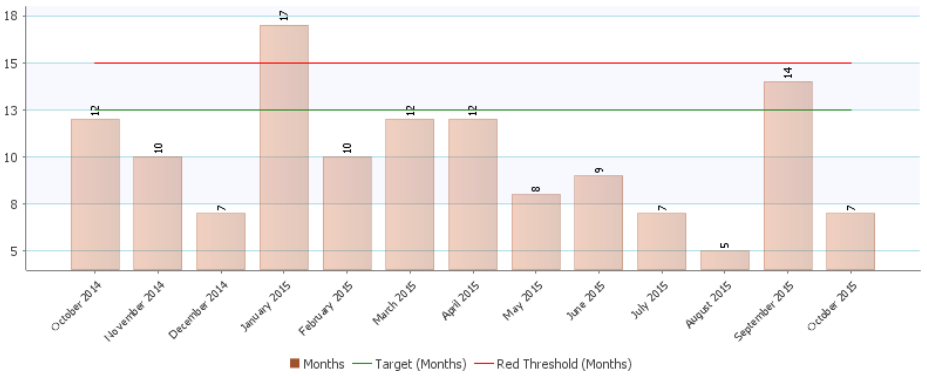
Commentary: Housing Options Business Manager: Approaches continue to fluctuate but due to the Business Unit's proactive and preventative approaches they are remaining within manageable levels.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.

No. of Statutory Homeless Applications - Housing Options (Demand Gauge)

Actual for Period

Cumulative result for 2015/16 as of October 2015



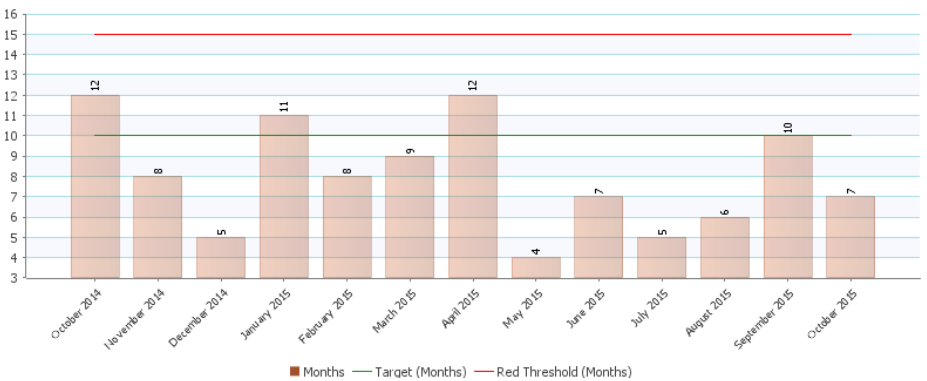
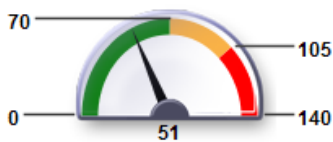
Commentary: Housing Options Business Manager: Like approaches, statutory homeless applications continue to fluctuate but due to the Business Unit’s proactive and preventative approaches they remain within manageable levels. That said, September was particularly busy in comparison to previous years.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.

No. of applicants accepted as owed a homeless duty (Demand Gauge)

Actual for Period

Cumulative result for 2015/16 as of October 2015



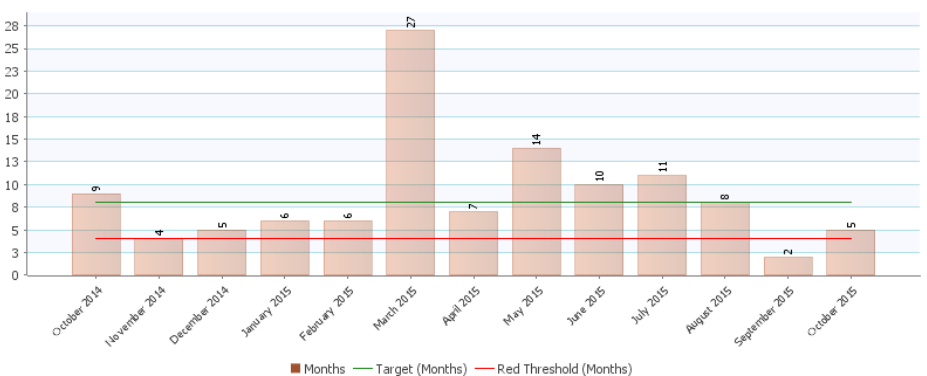
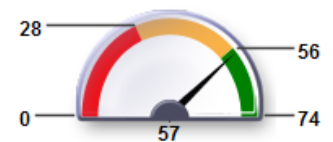
Commentary: Housing Options Business Manager: Outturn is as expected considering the number of applications made and is operating within the demand gauge causing no immediate concern regarding temporary accommodation provision and levels.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.

No. of successful homelessness prevention cases

Accumulating Data (Month1 +2=2)

Cumulative result for 2015/16 as of October 2015



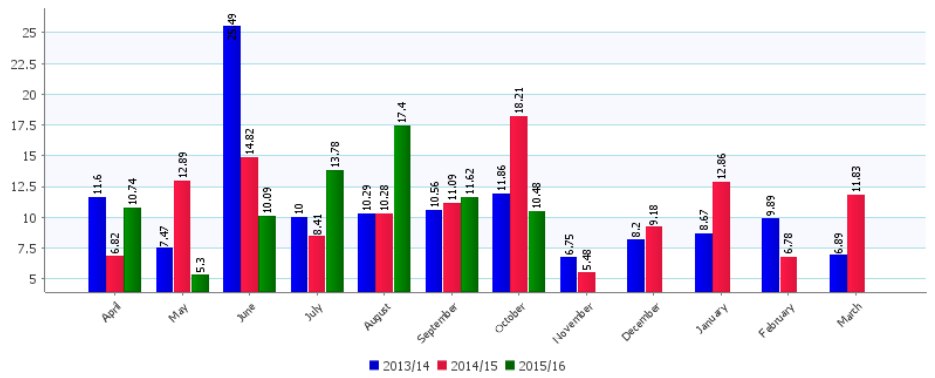
Commentary: Housing Options Business Manager: The prevention of homelessness is becoming difficult to achieve due to a number of reasons and outside influences. Cases are also increasingly complex and chaotic.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year.

Average Length of Stay in Temporary Accommodation (weeks) - Housing Options

Rolling / Snapshot
Outturn

Latest result for 2015/16 as of October 2015
10.48

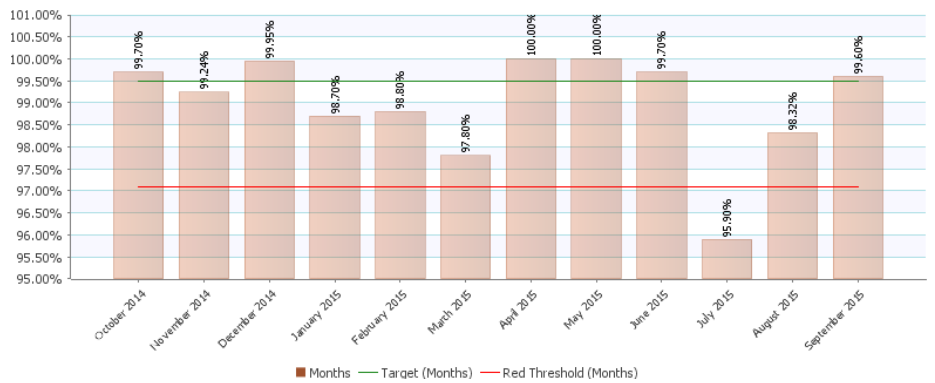
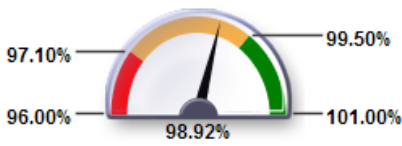


Commentary: Housing Options Business Manager: Cumulatively the performance indicator is on target.

Avg % of ICT systems available within working hours

Actual for Period

Average result for 2015/16 as of September 2015



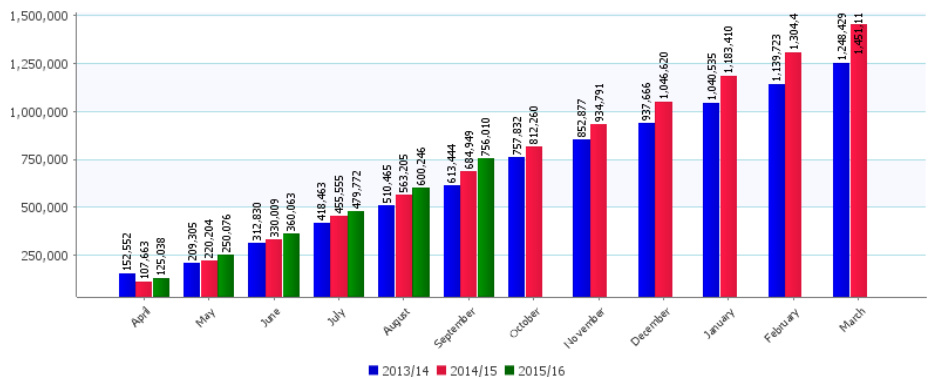
Commentary: ICT Business Manager: This is generally well performing, the exceptions being July and August where specific incidents caused the dip in performance. In July it was caused by a switch failure at Brunel Drive at 4.30 pm, the hardware was replaced by the supplier within 5 hours. The August incident was the result of a failure in Virgin’s internet provision, resolved by them in 3 ½ hours.

The graph is showing the actual result for each month. The gauge is displaying the average result for the year.

No. of incoming emails - NSDC

Accumulating Data
(Month1 +2=)

Latest result for 2015/16 as of September 2015
756,010

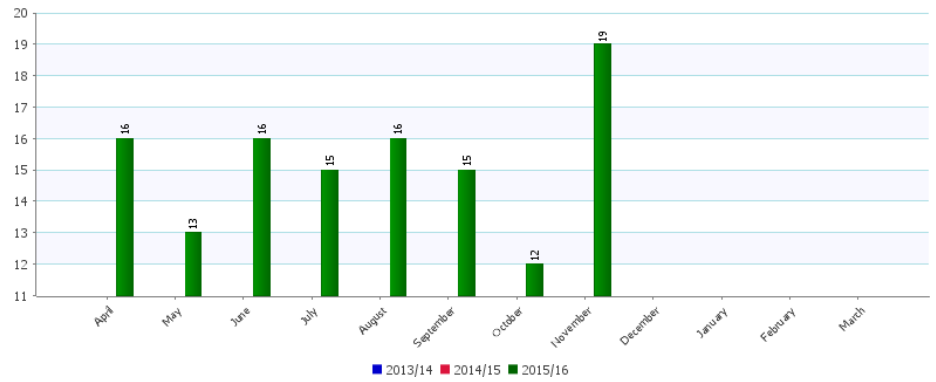


Commentary: ICT Business Manager: This indicator is for information and shows the continuing increase in email traffic into the Council

No. of customer face to face enquiries - Ollerton Town Hall

Actual for Period

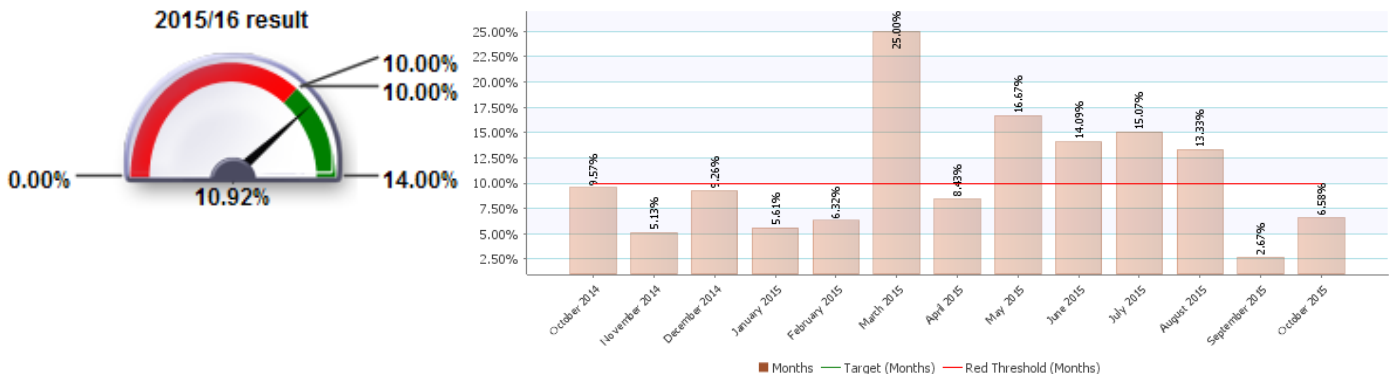
Cumulative result for 2015/16 as of November 2015
122



Commentary: Customer Services Business Manager deemed no further comment necessary

% of approaches converted to successful homeless prevention cases.

Actual for Period



Commentary: Housing Options Business Manager: On target however, prevention is increasingly difficult to achieve.

ROUGH SLEEPERS IN NEWARK & SHERWOOD

1.0 Purpose of Report

- 1.1 To inform Members of the increase in rough sleeping in the Newark & Sherwood area and the local provision of services and support available for these vulnerable individuals at present.

2.0 Background Information – Policy Context

- 2.1 A Ministerial Working Group on Homelessness was formed back in 2010 to enable cross government action to tackle the causes and consequences of homelessness, by providing strategic support, investment and testing innovative approaches on:

- *Preventing* homelessness, and
- Supporting *recovery* for those who experience it.

- 2.2 The Group's first report, '*Vision to End Rough Sleeping*' (2010), shed light on the most visible form of homelessness and drove forward the national roll-out of the '*No Second Night Out*' initiative (April 2011), aiming to provide help to people who sleep rough.

- 2.3 In 2012, the Group published its second report '*Making Every Contact Count*', encouraging local housing authorities to focus on homeless prevention and early intervention and providing strategic and practical support through the launch of a Gold Standard programme.

- 2.4 More recently, in March 2015, the Group published their policy paper '*Addressing Complex Needs: Improving Services for Vulnerable Homeless People*', to review the progress made since the publishing of their two previous reports and during this parliament whilst considering long-term impact of homelessness and taking into serious consideration complex needs, which may be linked to alcohol and drugs misuses, mental health or criminal activity in order to improve local services.

3.0 2015 Rough Sleeper Estimate in Newark & Sherwood

- 3.1 Local authorities with a perceived rough sleeper problem have been required to provide annual estimates of rough sleepers in their statistical returns to DCLG for a number of years by carrying out head counts either twice yearly in areas with substantial rough sleepers (20 or more), annual counts (for areas with 10 – 19) or estimates on a single 'typical' night for areas with less than 10. Annual counts/estimates take place between 01 October and 30 November across England.

- 3.2 For Newark & Sherwood an estimate is the best methodology due numbers and the high level of partner agency work and intelligence that we have and the rural nature of the area, as some of the sleep sites are inaccessible and dispersed.

- 3.3 In order to ensure a consistency of results, it is essential all local authorities follow guidance issued by DCLG in 2010 ‘*Valuating the Extent of Rough Sleeping – a New Approach*’ and use the following definition:

People sleeping, about to bed down (sitting on/in or standing next to their bedding) or actually bedded down in the open air (such as on the streets, in tents, doorways, parks, bus shelters or encampments). People in buildings or other places not designed for habitation (such as stairwells, barns, sheds, car parks, cars, derelict boats, stations, or “bashes”).

- 3.4 The chosen date for our 2015 estimate was the 9th November. Following on from previous years, the date chosen is always a Monday as this is when the weekly drop in for rough sleepers is open, which is run by a local church group in Newark. This allows us to speak to and verify rough sleepers on that night.
- 3.5 Accurate figures are derived through the collation of as much information as possible. Partner agencies, such as Registered Providers, Probation, Police, Foodbanks, Citizens Advice and faith groups are asked to gather names, location, contact details and dates of birth. Each rough sleeper will have been spoken to on the day of the estimate or through a follow up the next day to confirm that they did indeed sleep out the previous night.
- 3.6 Sixteen names were submitted as rough sleeping on 9th November, however, officer verification was required in order to gain confidence that the number submitted were definitely sleeping outside on the chosen night. Further verification is then required by Homeless Link, the national membership charity for organisations working directly with people who become homeless in England.
- 3.7 Since 2010, Newark & Sherwood have carried out an estimate and submitted a figure of either 4 or 5 rough sleepers on any typical night, however, this year the Council have submitted a figure of **10 rough sleepers in Newark & Sherwood** for addition to a national figure.
- 3.8 Early indications from Homeless Link, suggests that rough sleeping is on the increase across Nottinghamshire and Nationally. The final figure of rough sleepers nationally will be released early 2016.

4.0 Long Term Rough Sleepers in Newark & Sherwood

- 4.1 Sadly, a number of rough sleepers included within the estimates each year are the same entrenched rough sleepers that are regularly considered at the Council’s Local Multi Agency Problem Solving Group. The following table provides case history details for some of these individuals:

Profile	Situation
64 year old man	A Newark man who previously worked at the power station. Due to his marriage breakdown, he subsequently lost his job and home after turning to alcohol. He has been homeless and rough sleeping for a number of years, although spent short spells in accommodation. However, due to his inability to engage with services and reluctance to face his alcohol abuse, which leads to violent and abusive behavior, he has remained on the street.

52 year old man	A Newark man who was subjected to abuse as a child. He is a heavy drinker who has slept rough for many years following his tenancy failing because of his inability to cope. He has slept in public parks and has previously hidden his belongings under bushes. He is sleeping on the outskirts of town following a DPPO being placed on the town centre.
58 year old man	A Newark man who was hit by a car at the age of 12 which resulted in low level mental health problems. He had been unsettled for many years having small periods of time where he would reside with his mother. She passed away at their home and he did not alert emergency services for a long period and continued to reside at the property with her body. The infrequency of his residence meant he was not eligible to succeed this tenancy and he has been rough sleeping and sofa surfing since.
35 year old man	This gentleman came to Newark from a neighboring city and has been sleeping rough since. He would not engage with any services, preferring to beg on the streets to fuel his drug addiction.
33 year old woman	A Newark woman who has been either sleeping rough or staying with friends. She has had a lot of involvement with the police due her violent nature as a result of drug and alcohol abuse but also due to her own chaotic childhood and the removal of her children into care. She has recently spent a year at a supported housing provision in Newark but was asked to leave due to her unacceptable behavior and has since returned to her old ways.

4.2 Recently we have had a couple of very positive outcomes for two of our entrenched rough sleepers who are now both residing in supported housing projects.

4.3 The Council will not necessarily have a statutory homeless duty to these individuals, although some may be vulnerable and can suffer persecution from others through exploitation, violence and theft as a result of their situation. Some have been subject to assessment under safeguarding thresholds and referred to the Multi Agency Safeguarding Hub but have not met thresholds for compulsory intervention from Adult Social Care, as they are deemed to have full capacity under the Mental Capacity Act and are not categorised as an Adult in Need.

5.0 Local Provision

Severe Weather Emergency Provision (SWEP)

5.1 In line with the No Second Night Out Standard referred to earlier, every local authority is expected to have a Severe Weather Emergency Protocol (SWEP) which is instigated when the temperature is forecast to drop to zero degrees (or below) for three consecutive nights, as a minimum. Severe Weather is not defined so a common sense approach is taken. An occasional forecast above zero in a series of sub-zero nights or the impact of rain, snow and wind chill is also considered.

5.2 In Newark & Sherwood an agreement has been in place since 2011 with Barnbygate Methodist Church, Newark to use their church hall for our SWEP provision. Although the church does not charge for use of their premises, the Council provide funding to cover overheads such as electric and heating as detailed below:

Provision	Costs
To open the shelter to allow access between 9.00pm and 10.30pm	£24.00 each night that SWEP is activated
To remain open throughout the night for up to 5 users	An additional £36.00 per night
To accommodate more than 5 users, maximum of 10	Additional £60.00 per night

5.3 Over 40 volunteers have been recruited to man the shelter with four volunteers on a rota system each night. Full support and training is provided through the Housing Options Business Unit, under the Council's Volunteering Policy.

5.4 SWEP does not apply eligibility for assistance (including whether they have any recourse to public funds), priority need, intentionality or local connection. The agreed protocol has two aims, to ensure that there are no fatalities on the streets due to severe weather and to ensure that every effort is made to engage individuals with support services during the winter months.

The individual concerned must only:

- Be at risk if they continue to sleep rough during the course of the severe weather;
- Have nowhere to sleep indoors during the course of the severe weather (indoors does not include cars, sheds or garages);
- Agrees to the assistance offered by the partnership.

Upon activation, the Council contacts its voluntary and statutory sector partners and the caretaker of the church to advise that the SWEP is to be opened that evening. A poster is also displayed at the church to notify rough sleepers of this emergency provision. Users are provided with supper and a cooked breakfast, a camp bed, pillow, sleeping bags and toiletries.

5.5 There have been varying numbers attending the SWEP since it began in 2011/12, last year it was open for twelve nights and used by seven rough sleepers, four of which returned to the streets. SWEP has not been activated to date for winter 2015/16.

5.6 Neighbouring authorities provide differing services. Mansfield and Ashfield open a night shelter each weekend in addition to SWEP which is provided at their existing temporary accommodation and has 24 hour staff provision.

Complex Needs Pilot

5.7 The Community Safety Partnership are currently piloting a personalised approach with individuals identified as presenting with complex needs and homelessness within Newark & Sherwood.

5.8 The pilot will initially run for 6 months (Dec 15-May 16) with £13,401.41 funding (from Partnership Plus via the Police Crime Commissioner) to second a Complex Needs Specialist Worker from Framework's existing Street Outreach Team which operates in other parts of the county/Nottingham City.

5.9 Targeting six individuals initially, the anticipated outcomes of the pilot are:

- A reduction in street homeless;
- Vulnerable people to be less at risk;
- A reduction in ASB in the town centre;
- A reduction in instances of criminal damage in the town centre;
- A reduction in complaints from members of the public of harassment alarm and distress;
- A reduction in street begging;
- A reduction in drug offences;
- A reduction in calls to the Police as a result of street disturbances (Drunk & Disorderly).

5.10 Outcomes will be reported to the Bassetlaw, Newark & Sherwood Community Safety Partnership's Local Multi Agency Problem Solving (LMAPS) Group.

Third Sector

5.11 Individual Mentoring Partners and Churches Together (IMPACT) was set up in 2004 and offers individual mentoring at its weekly drop-in service at Newark Baptist Church, Albert Street, available on Mondays from 7.30pm-9pm.

5.12 Some use the service on a one-off basis, others return each week to take advantage of the washing facilities and food/hot meals, warm clothing and camping equipment. Some talk to one of their trained mentors about their situation and seek guidance to help them on the road to recovery. The drop in is funded solely by donations and relies heavily on volunteers.

5.13 An approach has been received from IMPACT to explore whether the Council would consider making a small donation to support its work. Officers are currently in discussion with representatives of this voluntary group as to the best form of support to be given in order to sustain its work with homeless rough sleepers, i.e. a small monetary donation or the donation of items such as sleeping bags, blankets etc. Officers will report verbally on the outcome of these discussions at the meeting.

6.0 Broader Picture

6.1 There are further challenges ahead that may impact on homelessness and rough sleeping, such as the forthcoming Housing and Planning Bill 2015, Welfare to Work Bill 2015/16 and further roll out of Universal Credit.

6.2 Locally funding provided by Nottinghamshire County Council to commission homelessness accommodation and prevention services across the County is being reduced from £2.8m to £1m from April 2016. In addition, homelessness services/the £1m have recently been identified as an area to be reduced by 7.8% to as part of the Public Health Grant Realignment Changes contained within a set of wider budget proposals to help save the County Council £17.5m by 2018/19. This equates to a reduction of £78,000 leaving a proposed revised (recurrent) budget of £922,000 from April 2016, which is currently subject to statutory consultation.

- 6.3 Following an initial planning meeting held on 19th November 2015 led by David Pearson, Corporate Director of Adult Social Care, Health & Public Protection, a new time limited Task & Finish Group consisting of representatives from the District/Borough Councils, Public Health, Clinical Commissioning Groups and Probation has been set up to progress the discussion points raised in order to develop a more sustainable homelessness prevention pathway across the County and future strategic commissioning arrangements.
- 6.4 An update on this matter will be presented to a future meeting of this committee, following the group's first meeting on 15th January 2015. However, Members should note that it may be necessary for consideration to be given to additional resources being allocated to homelessness in order to mitigate the impact of the reduction in prevention service provision referred to in paragraph 6.2 above.
- 6.5 Rough sleeping remains the most visible and damaging form of homelessness. For many it has been money issues, family breakdown, addiction, health problems, criminal history or a personal crisis that has led to homelessness. In order to address these needs, individuals require intensive support, not just a roof over their heads from a range of agencies. It is therefore important that the Council and our statutory and voluntary sector partners continue to do all we can to tackle rough sleeping in the district.
- 7.0 **Comments of Director – Resources**
- 7.1 A small one off donation to IMPACT can either be met from the existing Housing Options budget or from the Homeless reserve.
- 8.0 **RECOMMENDATIONS that:**
- (a) the contents of the report be noted; and**
 - (b) the Committee consider providing a small one off donation to IMPACT in order to recognise and support their valuable work to the increasing numbers of rough sleepers in the district.**

Reason for Recommendations

To provide Members with an updated position in respect of rough sleeping in the Newark & Sherwood District.

Background Papers

Nil

For further information please contact Leanne Monger, Business Manager – Housing Options, Energy and Home Support on extension 5545.

Karen White
Director - Safety