

Public Document Pack



Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872453
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk
e-mail: democraticservices@dover.gov.uk

9 July 2019

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **HOMELESSNESS PROJECT ADVISORY GROUP** will be held in the HMS Brave Room at these Offices on Wednesday 17 July 2019 at 5.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kate Batty-Smith", written over a white background.

Chief Executive

Homelessness Project Advisory Group Membership:

S S Chandler (Chairman)
N S Kenton (Vice-Chairman)
P M Brivio
S C Manion
H M Williams

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Pages 4-6)

To confirm the attached minutes of the meeting of the Group held on 13 March 2019.

5 **HOMELESSNESS PERFORMANCE REPORT** (Pages 7-10)

To consider the attached report.

6 **HOMELESS BID/FUNDING UPDATE** (Pages 11-12)

To consider the attached report.

7 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 13)

The recommendation is attached.

MATTERS WHICH THE MANAGEMENT TEAM SUGGESTS SHOULD BE CONSIDERED IN PRIVATE AS THE REPORT CONTAINS EXEMPT INFORMATION AS DEFINED WITHIN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AS INDICATED AND IN RESPECT OF WHICH THE PROPER OFFICER CONSIDERS THAT THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION

8 **AFFORDABLE HOUSING DELIVERY PLAN UPDATE** (Pages 14-16)

To consider the attached report.

9 **PROJECTS UPDATE**

To consider the report (to follow).

Access to Meetings and Information

- The provisions of Part VI of the Local Government Act 1972, The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 do not apply to meetings of this Advisory Group so as to require its meetings to be open to the public.

Notwithstanding the above, the Council will, whenever possible, conduct meetings of the Advisory Group in public in furtherance of its commitment to openness and transparency. However, there may be occasions on which the nature of the business to be transacted requires members of the public to be excluded from the meetings or parts of them.

- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.

- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes are normally published with the agenda for the next meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Kate Batty-Smith, Democratic Services Officer, telephone: 01304 872303 or email: democraticservices@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

Minutes of the meeting of the **HOMELESSNESS PROJECT ADVISORY GROUP** held at the Council Offices, Whitfield on Wednesday, 13 March 2019 at 4.16 pm.

Present:

Chairman: Councillor J S Back

Councillors: P M Beresford
P M Brivio
M D Conolly
B Gardner (Minutes Nos 39-46 only)

Officers: Strategic Director (Corporate Resources)
Head of Strategic Housing
Housing Options Manager
Senior Housing Options Officer
Democratic Services Officer

39 APOLOGIES

It was noted that there were no apologies for absence.

40 APPOINTMENT OF SUBSTITUTE MEMBERS

It was noted that there were no substitute members appointed.

41 DECLARATIONS OF INTEREST

There were no declarations of interest.

42 NOTES

The notes of the meeting held on 18 December 2018 were approved as a correct record and signed by the Chairman.

43 HOMELESSNESS PERFORMANCE REPORT

The Senior Housing Options Officer (SHOO) presented the report, advising that the report format had been amended to include statistics and information required for the Housing Revenue Account and the Ministry of Housing, Communities and Local Government. Members were reminded that the aim of the Homelessness Reduction Act was to intervene much earlier in order to try and keep people in their homes and prevent them from becoming homeless. She reported that, whilst there had been a high number of referrals in December, numbers had gone down in January and February as a result of discussions with providers. Whilst the average number of stays was rising, overall the numbers were heading in the right direction.

The SHOO reported that rent arrears were monitored on a monthly basis, and that where rent accounts were in arrears and notices had been issued, the Council had discharged its homelessness duty. Furthermore, the Council did not have a duty to re-house people who had made themselves intentionally homeless. In fact, the Act stated that there had to have been a 'significant' change in someone's circumstances before they could make a fresh application. She clarified that rental debts were not written off but reinstated when former tenants registered as homeless.

It was agreed that the report be noted.

44 ROUGH SLEEPING INITIATIVE - BID UPDATE

The Housing Options Manager reported that the Government had released funding to address rough sleeping. Whilst unsuccessful in its first bid, the Council was looking to submit a joint bid for monies released in the second round, in cooperation with Porchlight. Developing and submitting the bids had been challenging, with little time given to liaise with bid partners. An alternative bid, submitted in partnership with Folkestone & Hythe and Thanet District Councils for part of a £20 million Private Rented Access Fund had been successful. Having learned of an initiative by Southwark Borough Council who had bid for monies to set up an insurance product on behalf of 32 other councils, Officers were considering whether to use the funds for something similar. This would enable the Council to provide a rent guarantee of up to £15,000 to private landlords who were often reluctant to house 'public sector' tenants.

The Group was advised that there were approximately 20 'entrenched' rough sleepers in the District who were highly unlikely to ever move into accommodation. It was clarified that a night shelter was not provided all year round as this would discourage people from doing anything to help themselves.

It was agreed to note the report.

45 EXCLUSION OF THE PRESS AND PUBLIC

That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the remainder of the business on the grounds that the items to be considered involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act.

46 PROJECTS UPDATE

The Head of Strategic Housing (HSH) advised that the Social Lettings Agency initiative had stalled for the time being whilst Ashford Borough Council (ABC) carried out a fundamental review of its lettings scheme. At the appropriate time, Officers would hold further discussions with ABC. Members were advised of a potential scheme to acquire additional interim housing in the form of volumetric units. The Council's Planning team had raised no objections regarding the size of the units and it was felt that the scheme had potential.

In response to Councillor J S Back who questioned the lack of progress, the HSH advised that progress was being made on all three sites. The Strategic Director (Corporate Resources) added that the project managers would be able to progress the two Council-owned sites whilst negotiations on the Triangles site continued. Whilst the Council was intending to do the pre-planning work itself, the submission of the planning application would be the responsibility of the design and build contractor. Ground works would be needed but, once the pods had been delivered to site, construction would take a matter of weeks rather than months. The Strategic Director (Corporate Resources) reminded Members that, unlike the new Dover Leisure Centre project, the HSH was largely managing these projects on his own, without the support of a team.

The HSH advised that Cabinet approval would be needed for the Ark project which would be ready for Planning once some final surveys had been completed. As a result of property purchases made over the last 18 months, 43 units were now being used as interim accommodation. The Council's ambitious property purchase programme was partly a reflection of the pressure on the Council to spend 'Right to Buy 1-4-1' receipts within the prescribed time limits. Most of the receipts expected for the following year had already been allocated to the William Muge and Snelgrove House developments.

It was agreed that the report be noted.

47 AFFORDABLE HOUSING DELIVERY PLAN

The HSH introduced the report which set out details of 29 affordable housing projects.

It was agreed that the report be noted.

The meeting ended at 5.20 pm.

Homelessness Performance Report

June 2019

Key Performance Indicators

The figures show the position as at the end of June 2019.

Number of Homelessness Cases

		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
H1	Number of homelessness applications	98	114	90	81	82	70	75	61	53	68	59	58	55	52	41
H2	Number of referrals in to the Authority	-	-	-	-	-	-	-	-	132 Oct to Dec	3	7	4	8	7	24
H3	Number of triage cases	-	-	-	-	-	-	-	-	95	104	93	109	95	106	108
H4	Number of prevention cases	-	-	-	-	-	-	-	-	56	62	65	69	66	58	53
H5	Number of relief cases	-	-	-	-	-	-	-	--	85	84	75	78	83	85	69
H6	Number of homelessness cases accepted	6	8	3	9	4	15	10	11	15	12	7	14	5	7	13
H7	Care flag alerts	-	-	-	-	-	-	-	-	2	2	2	1	0	0	0

Key

Referrals come in various forms – self referrals and /or agency referrals. The 132 showing for December also includes October and November and does not necessarily directly equate to actual cases. Some of these may be duplicates sent in via various agencies.

A triage case is a case where a completed referral form has been submitted either as a self referral or an agency has completed and submitted it on a customer’s behalf.

A prevention case is a case where we are working with the customer in their current accommodation and trying to ensure they remain there. We do this in a number of ways – applying for Discretionary Housing Payment to clear any rent arrears; negotiating with landlords or bailiffs where we can to extend the tenancy; negotiating with family to keep their children at home; etc.

A relief case is a case where the customer is now homeless. We have a duty to relieve that homelessness if the customer satisfies certain criteria. At this stage we would consider whether we have a duty to place them in temporary accommodation.

Care flags highlight cases where staff are required to take care when seeing a customer due to previous threatened or actual violence. This forms part of our risk assessment process to ensure staff safety is not compromised.

Pam Millington
Senior Housing Options Officer
Tel: 01304 872202

4 July 2019

Summary of Temporary and Interim Accommodation - June 2019

Ref	Types of TA	May-18			Jun-18			Jul-18			Aug-18			Sep-18			Oct-18			Nov-18			Dec-18			Jan-19			Feb-19			Mar-19			Apr-19			May-19			Jun-19								
		Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days												
H13	B&B	19			27			27			21			36			22			31			31			34			24			25			23			24											
			100			71				61				74				65			65				78			114				114				70				72									
				1900			1917				1647				1554				2376				1430				2015				2418				2890				2736				1610				1728		
H14	Self contained units (nightly)	34			35			40			30			40			37			41			38			42			36			43			43			49			55								
			62			72				75				76				83				95				121				141				121				129				116							
				2108			2520				3000				2280				3320				2812				5292				5076				5203				6321				6380						
H15	Shared units (nightly paid)	6			4			6			7			8			7			9			13			8			10			12			11			13			10								
			74			85				64				36				59				89				57				53				58				97				122							
				444			340				384				252				472				665				741				530				696				1261				1220						
H16	Total (B&B & nightly paid)	59			66			73			58			84			66			81			82			84			70			80			79			85			89								

Interim Accommodation

Ref	Types of TA	May-18			Jun-18			Jul-18			Aug-18			Sep-18			Oct-18			Nov-18			Dec-18			Jan-19			Feb-19			Mar-19			Apr-19			May-19			Jun-19				
		Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days	Number	Av stay (days)	Total no. of days								
H17	Private sector leasing	4			3			4			4			4			3			3			2			3			3			3			3			4							
			380			338				278				249				381				411				501				317				345				69				109			
				1520			1014				1112				996				1143				1233				1002				951				1035				300				436		
H18	DDC owned stock	13			20			21			22			23			25			26			27			30			30			29			33			35			33				
			130			99				140				130				154				156				170				190				185				198				224			
				1690			1980				2940				2860				3542				4056				4590				5700				5550				6534				7392		
H19	Housing Association stock	7			7			6			5			7			7			7			8			4			5			8			8			8			8				
			276			306				350				237				196				255				242				221				168				198				259			
				1932			2142				2100				1185				1372				1785				968				1105				1344				1584				2072		
H20	Totals (all types of TA)	84	115		96	103		104	107		89	102		118	104		101	106		117	118		119	125		121	134		108	149		120	130		123	137		131	143		134	143			

Pam Millington, Senior Housing Options Officer, Tel: 01304 872202; 7 July 2019

Spend on Temporary Accommodation

		May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
H8	Rent arrears on HRA units	£2,544	£4,593	£2,786	£1,773	£3,968	£6,027	£10,187	£5,947	£8,816	£8,998	£8,060	£13,619	£10,419	£12,264
H9	Gross monthly spend on temporary accommodation	£82,491	£65,305	£50,316	£82,701	£103,713	£121,594	£82,342	£66,578	£120,561	£81,774	£87,677	£74,307	£84,561	£80,472
H10	Net monthly spend on temporary accommodation (minus Universal Credit and Housing Benefit income)	£58,831	£55,293	£22,250	£63,887	£68,557	£30,572	£30,014	£36,833	£55,722	£48,264	£49,250	£31,232	£46,841	£38,637
H11	Annual rent roll of DDC owned properties							£135,233	£143,939	£148,079	£148,079	£167,024	£157,026	£184,652	£194,230
H12	Arrears as a %age of DDC owned properties rent roll							7.53%	4.13%	5.95%	6.08%	4.83%	8.67%	5.64%	6.31%



Pam Millington
Senior Housing Options Officer
Tel: 01304 872202
07-Jun-19

Ministry of Housing, Communities and Local Government Bids – Update Report

Rough Sleeping Related Bids

In August 2018 the Government produced a Rough Sleeping Strategy, setting out its plans to help people who are sleeping rough now and to put in place the structures to end rough sleeping for good. Its vision is to halve rough sleeping by 2022 and end it by 2027.

A number of funding streams were subsequently announced. The Rough Sleeping Initiative (RSI) Fund was shared between the 83 councils in England with the highest numbers of rough sleepers in their areas. In Kent, three Councils were successful in accessing money from the pot after being invited to bid: Canterbury, Maidstone and Thanet. Included in this initiative is a Rapid Rehousing Pathway (RRP), and the Govt wants to ensure that this pathway exists in some form, in every area where there are rough sleepers.

Further funding was made available and two bids, both in conjunction with Folkestone & Hythe Council and Porchlight, Prime Contractor for homelessness services in both districts, have been successful. Dover is the lead authority for both of the bids.

Rough Sleeping Initiative (RSI)

This bid received £175,000 and will fund:

- 1 x full time Outreach/Inreach worker (to cover both districts)
- 1 x full time Outreach/Inreach worker (to cover both districts)
- Rough Sleeping Coordinator to manage both of the bids
- Mental Health specialist resource for Dover and Folkestone & Hythe

Rapid Rehousing Pathway (RRP)

The bid received £244,713 and is based on funding for two specific elements:

- Supported Lettings – funding flexible floating support in homes provided for people with a history of rough sleeping. This will provide flexible support funding to help over 5,000 people at risk of rough sleeping over the next two years, to sustain their tenancies in homes across the housing sector.
- Navigators – funding new specialists who will help people who sleep rough to access the appropriate local services, get off the streets and into settled accommodation. These individuals will work with a range of multidisciplinary teams and provide both navigation and co-ordination support, using strong local relationships, expertise and collective working.

The Supported Lettings and Navigator elements fit in well with the Coaching model for Porchlight's Kent Homeless Connect service and they have the management and support structures in place for these as well as further pathways for support to add significant value to a bid. Our bid will fund:

- 2 x Floating Support Workers (Dover)
- 2x Floating Support Workers (Folkestone and Hythe)
- 1 x Specialist Navigator - Drugs and Alcohol (to cover both districts)
- 1 x Specialist Navigator - Vulnerable Women (to cover both districts)

Private Rented Sector (PRS) Access Scheme bid

A further bid, submitted in partnership with Folkestone & Hythe and Thanet Councils for part of the £20 million Private Rented Access Fund was also successful. This fund is focused on schemes that will enable better access to new private rented sector tenancies and/or support in sustainment of existing tenancies. It is aimed at those who are, or are at risk of becoming homeless and rough sleeping. The money is to alleviate both the numbers in temporary accommodation and single

homelessness, including rough sleepers. Interventions can include providing rent or deposit guarantees/bonds or non-financial elements such as procurement and mediation. The award for 2018/19 is £63,250 and £308,000 in 19/20. Folkestone & Hythe is the lead authority for this bid. Progress reports will be given at future meetings.

Contact Officer: Elly Toye, Housing Options Manager, Ext 42259

DOVER DISTRICT COUNCIL

NON-KEY DECISION

HOMELESSNESS PROJECT ADVISORY GROUP – 17 JULY 2019

EXCLUSION OF THE PRESS AND PUBLIC

Recommendation

The provisions of Part VI of the Local Government Act 1972, the Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 do not apply to meetings of this Advisory Group so as to require its meetings to be open to the public.

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On this occasion the public will be excluded from the meeting for the following items of business:

<u>Item Report</u>	<u>Paragraph Exempt</u>	<u>Reason</u>
Affordable Housing Delivery Plan	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Projects Update	3	

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item No 8

Document is Restricted