

Public Document Pack



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29 October 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 6 November 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**

To confirm the minutes of the meeting of the Group held on 17 July 2019 (to follow).

5 **HOMELESSNESS PERFORMANCE REPORT** (Pages 4-7)

To consider the attached report.

6 **ROUGH SLEEPING AND FUNDING BIDS UPDATE** (Pages 8-10)

To consider the attached report.

7 **EXCLUSION OF THE PRESS AND PUBLIC** (Page 11)

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** (Pages 12-14)

To consider the attached report.

9 **PROJECTS UPDATE** (Pages 15-16)

To consider the attached report.

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.

Homelessness Performance Report**September 2019****Key Performance Indicators**

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

Number of Homelessness Cases

		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
H1	Number of homelessness applications	82	70	75	61	53	68	59	58	55	52	41	71	42	
H2	Number of referrals in to the Authority	-	-	-	-	132 Oct to Dec	3	7	4	8	7	24	19	12	
H3	Number of triage cases	-	-	-	-	95	104	93	109	95	106	108	116	111	142
H4	Number of prevention cases	-	-	-	-	56	62	65	69	66	58	53	67	75	63
H5	Number of relief cases	-	-	-	--	85	84	75	78	83	85	69	80	80	81
H6	Number of homelessness cases accepted	4	15	10	11	15	12	7	14	5	7	13	21	9	
H7	Care flag alerts	-	-	-	-	2	2	2	1	0	0	0	0	0	1

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
10 September 2019

Spend on Temporary Accommodation

		Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
H8	Rent arrears on HRA units	£1,773	£3,968	£6,027	£10,187	£5,947	£8,816	£8,998	£8,060	£13,619	£10,419	£12,264	£9,791	£11,298	£3,628
H9	Gross monthly spend on temporary accommodation	£82,701	£103,713	£121,594	£82,342	£66,578	£120,561	£81,774	£87,677	£74,307	£84,561	£80,472	£117,288	£67,177	£93,324
H10	Net monthly spend on temporary accommodation (minus Universal Credit and Housing Benefit income)	£63,887	£68,557	£30,572	£30,014	£36,833	£55,722	£48,264	£49,250	£31,232	£46,841	£38,637	£77,700	£30,391	£67,175
H11	Annual rent roll of DDC owned properties				£135,233	£143,939	£148,079	£148,079	£167,024	£157,026	£184,652	£194,230	£185,462	£183,873	£152,412
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%	5.28%	6.15%	2.38%



Pam Millington
Senior Housing Options Officer
Tel: 01304 872202
10-Sep-19

Summary of Temporary and Interim Accommodation - August 2019

Ref	Types of TA	Aug-18			Sep-18			Oct-18			Nov-18			Dec-18			Jan-19			Feb-19			Mar-19			Apr-19			May-19			Jun-19			Jul-19			Aug-19			Sep-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	21			36			22			31			31			34			24			25			25			23			24			23			22			18		
		74			66			65			65			78			85			114			114			91			70			72			63			68			77		
				1554			2376			1430			2015			2418			2890			2736			2850			2275			1610			1728			1449			1496			1386
H14	Self contained units (nightly)	30			40			37			41			38			42			36			43			43			49			55			62			69			67		
		76			83			76			95			121			126			141			121			125			129			116			106			112			121		
				2280			3320			2812			3895			4598			5292			5076			5203			5375			6321			6380			6572			7728			8107
H15	Shared units (nightly paid)	7			8			7			9			13			8			10			12			11			13			10			10			9			9		
		36			59			95			89			57			56			53			58			80			97			122			109			121			117		
				252			472			665			664			741			448			530			696			880			1261			1220			1090			1089			1053
H16	Total (B&B & nightly paid)	58			84			66			81			82			84			70			80			79			85			89			95			100			94		

Interim Accommodation

Ref	Types of TA	Aug-18			Sep-18			Oct-18			Nov-18			Dec-18			Jan-19			Feb-19			Mar-19			Apr-19			May-19			Jun-19			Jul-19			Aug-19			Sep-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			4			3			3			2			3			3			3			3			4			4			4			5			5		
		249			279			381			411			501			317			345			100			69			109			125			156			154			154		
				996			1116			1143			1233			1002			951			1035			300			207			300			436			624			770			
H18	DDC owned stock	22			23			25			26			27			30			30			29			33			35			33			31			32			33		
		130			154			132			156			170			190			185			178			198			214			224			174			170			174		
				2860			3542			3300			4056			4590			5700			5550			5162			6534			7490			7392			5440			5742			
H19	Housing Association stock	5			7			7			7			8			4			5			8			8			8			6			6			5			5		
		237			196			224			255			189			242			221			168			198			229			259			191			163			163		
				1185			1372			1568			1785			1512			968			1105			1344			1584			1832			2072			1146			815			
H20	Totals (all types of TA)	89	102		118	104		101	106		117	118		119	125		121	134		108	149		120	130		123	137		131	143		134	143		136	124		142	123		137	130	

Rough Sleeping Update

Annual Rough Sleeping Estimate

There is currently no national mechanism for recording every person who sleeps rough in England. Rough sleeping figures are collected annually either by a count-based or evidence-based estimate, and a 'typical night' takes place between 1 October and 30 November.

In recent years Dover has carried out an evidence-based estimate. This is a snapshot assessment, based on evidence from the local authority and a range of external agencies, about the number of people sleeping rough in that LA area on a particular night.

Last year we returned the figure of 20 rough sleepers, an increase of 7 from the previous year. There had generally been a rise across the county which reflected a countrywide increase according to the organisation Homeless Link who the MHCLG tasks to gather and verify the information.

This ongoing increase in rough sleeping resulted in the Government producing its Rough Sleeping Strategy in August 2018 and a number of funding streams were made available, including the Rough Sleeping Initiative (RSI) and Rapid Rehousing Pathway (RRP).

As part of our successful rough sleeping bids – both RSI and RRP, in conjunction with Folkestone & Hythe Council, we have been required to carry out bi-monthly counts, so this year, for our annual assessment, which we report to the MHCLG, we have decided to undertake a count-based estimate.

This is due to take place on the night of the 26th November and will be resourced by Porchlight and a range of volunteers, mainly from agencies involved with rough sleepers.

Rough Sleeping Related Bids Update

Rough Sleeping Initiative (RSI) 19/20

This bid received £175,000 and is funding:

1 x full time Outreach/Inreach worker (Dover)

1 x full time Outreach/Inreach worker (Folkestone and Hythe)

Rough Sleeping Coordinator to manage both of the bids

Mental Health specialist resource for Dover and Folkestone & Hythe

Rapid Rehousing Pathway - RRP Round 2 – 19/20

This bid received £244,713 and is based on funding for two specific elements: Supported Lettings and Navigators.

The bid is funding:

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 – 18/19 and 19/20 (joint bid with FHDC and Thanet DC)

This bid received £63,250 for 2018/19 and £308,000 for 19/20.

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, for 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.

Since the introduction of the scheme, Dover has spent just over £40k assisting a total of 41 households, including 18 single people. Of the 41, 10 were moved out of temporary accommodation.

Dover is leading on the two rough sleeping bids and FHDC is leading on the PRS bid.

Future Funding Opportunities

Confirmation of further funding has recently been announced. This new funding round combines the RSI and RRP into a single streamlined funding programme. This should make the application process simpler, and more flexible to meet local need and we will be working with our Rough Sleeping Adviser to look at possible initiatives to bid for.

In addition to the latest RSI/RRP funding pot, a further £10 million Cold Weather Fund is being made available to Councils and their partners. This is to provide swift interventions to rough sleepers in their area over the winter period, as well as enhancing existing services.

The Cold Weather Fund can be used to provide additional accommodation, for example through the private rented sector, providing spaces in existing supported housing projects and funding interventions such as B&B accommodation and emergency shelters.

Up to £1 million of the Cold Weather Fund will be available to providers and services that are not commissioned by local authorities. This element of the fund will be administered by Homeless Link who will ensure that the interventions are effective in supporting as many people as possible off the streets.

Severe Emergency Weather Provision (SWEP)

SWEP arrangements are triggered when the night time temperature is predicted to be zero degrees Celsius or below or when there are other severe weather conditions forecast.

During periods of cold weather, the forecast for Dover is checked daily on the Meteorological Office website.

As soon as the protocol is triggered, we contact our voluntary and statutory sector partners to advise that the SWEP is in place, with details of who to contact if they identify any rough sleepers. Our out of hour's service is also contacted to advise that the SWEP has been triggered.

Dover Outreach Centre (DOC) Winter Shelter

The DOC will once again be operating their winter shelter provision, working in partnership with six local churches providing the space for up to 15 people per night. The winter shelter is available from the beginning of December until the end of February, with the option of extending into the first two weeks of March depending on the weather.

Last year (18/19), Dover Council agreed grant funding of £10k for the Winter Shelter from the homelessness budget and a further £10k has been set aside for this year.

Homelessness Service Update

Staffing

There are currently six Housing Options Officers employed in the team, carrying a caseload of between 50 and 60 cases. This is in line with other Kent LAs since the introduction of the Homelessness Reduction Act (HRA). In addition, we have two excellent apprentices who are proving to be a huge benefit to the whole team.

Following a programme of buying mainly former Right to Buy properties, we currently have a DDC owned stock of 40 properties that we use for homeless families as interim accommodation. Agreement was recently been given for the purchase of more properties and as a result, we were given approval to create a new post of Housing Offer-Interim Accommodation. We have recently recruited, with the officer starting mid November.

This post will be responsible for the housing management function of our own interim accommodation as well as managing the movement of households within temporary accommodation generally.

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

DOVER DISTRICT COUNCIL

NON-KEY DECISION

HOMELESSNESS PROJECT ADVISORY GROUP – 6 NOVEMBER 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.

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.

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

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

Agenda Item No 9

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