



Notice of meeting of

Executive Members for Housing & Adult Social Services and Advisory Panel

To: Councillors Hogg (Chair), Sue Galloway (Executive Member), Sunderland (Executive Member), Bowgett, Fraser (Opposition Spokesperson), Horton (Opposition Spokesperson), Taylor, Wiseman, Mrs Mildred Grundy (Co-opted Non-Statutory Member) and Ms Pat Holmes (Co-opted Non-Statutory Member)

Date: Monday, 10 September 2007

Time: 5.00 pm

Venue: The Guildhall

AGENDA

Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

10:00 am on Friday 7 September 2007, if an item is called in *before* a decision is taken, *or*

4:00 pm on Wednesday 12 September 2007, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

1. Declarations of Interest

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. Minutes (Pages 1 - 8)

To approve and sign the minutes of the last meeting of the Panel held on 16 July 2007.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Panel's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 7 September 2007 at 5.00pm.

**BUSINESS FOR THE EXECUTIVE MEMBERS FOR HOUSING
AND ADULT SOCIAL SERVICES**

ITEMS FOR DECISION

4. 2007/08 Service Plans and Budget 1st Monitor Report (Pages 9 - 44)

This report advises the Executive Members of progress against the service plan targets for Housing and Adult Social Services and the projected financial outturns for 2007/08 based on first quarter results.

5. Housing and Adult Social Services Capital Programme 2007/08 Monitor 1 (Pages 45 - 54)

This report presents the first quarter review of the 2007/08 Housing and Social Services Capital Programmes and the resources available to support them and ask the Executive Members to approve variations.

BUSINESS FOR THE EXECUTIVE MEMBER FOR HOUSING

ITEMS FOR DECISION

6. Housing Green Paper and the Eco-Towns Prospectus (Pages 55 - 66)

This report outlines the key ideas and proposals contained within the Government's recently published Housing Green Paper and

Eco-Towns Prospectus and provides initial thoughts on the implications and opportunities presented for York.

7. Former Tenant Arrears - Write Off (Pages 67 - 72)

This report seeks agreement from the Executive Member for Housing to write off a number of former tenants arrears.

ITEM FOR INFORMATION

8. Affordable Housing at Morritt Close, York - Petition Update
(Pages 73 - 76)

This report provides the Executive Member with details of a petition presented at full Council on 28 June 2007 regarding the proposed affordable housing development at Morritt Close, York.

9. Any other business which the Chair considers urgent under the Local Government Act 1972

Democracy Officer:

Name: Jill Pickering

Contact details:

- Telephone – (01904) 552061
- E-mail – jill.pickering@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
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City of York Council

Minutes

MEETING	EXECUTIVE MEMBERS FOR HOUSING & ADULT SOCIAL SERVICES AND ADVISORY PANEL
DATE	16 JULY 2007
PRESENT	COUNCILLORS SUE GALLOWAY (EXECUTIVE MEMBER), HOGG (CHAIR), SUNDERLAND (EXECUTIVE MEMBER), BOWGETT, FRASER (OPPOSITION SPOKESPERSON), HORTON (OPPOSITION SPOKESPERSON), TAYLOR, WISEMAN AND MRS MILDRED GRUNDY (CO-OPTED NON-STATUTORY MEMBER)

11. Declarations of Interest

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda.

Cllr Hogg declared a general personal and prejudicial interest as his mother had Alzheimer's and received respite care in City of York Council homes and as his father received homecare assistance.

Cllr Fraser declared a personal non-prejudicial interest in agenda item 7 (Updated on Review of Home Care Purchasing and Commissioning Restructure) and agenda item 9 (Update on Joint Working with North Yorkshire and York Primary Care Trust) as a member of the retired section of UNISON.

12. Minutes

RESOLVED: That the minutes of the last meeting of the Panel held on 4 June 2007 be approved and signed as a correct record.

13. Public Participation

It was reported that there had been no registrations to speak under the Council's Public Participation Scheme.

14. Housing Strategy/Older People's Housing Strategy 2006-09 Year End Progress Update

Members considered a report, which outlined progress against the Housing Strategy and Older People's Housing Strategy action plans for the fourth quarter year-end up to 31 March 2007.

Lead Officers had confirmed that 67 of the actions and targets within the Housing Strategy Action Plan had been completed, met or were on track to be just over 60%. Overall progress in relation to delivering the Older

People's Housing Strategy Action Plan showed that 40% of the actions and targets had been met or were on track. It was reported that two actions within the Housing Strategy were proposed for deletion owing to various changes and Officers confirmed that revised target/completion dates had been allocated to the actions not met.

Officers confirmed that progress overall had been pleasing and that certain delays were due to commissioning. Members questioned whether the revisions made to targets were now achievable. Officers confirmed that originally challenging completion dates had been given to some of the actions but whilst still challenging those now given were more realistic.

The Executive Member congratulated staff on progress made in reaching the targets.

Advice of the Advisory Panel

That the Executive Member for Housing be advised to

- (i) Note the overall progress made to date in delivering the Housing Strategy and Older People's Housing Strategy.
- (ii) Agree to the proposed deletions relating to the sub regional housing market work and market testing of directly leased homes from private landlords as detailed in para 8.
- (iii) Note that a further progress report will be submitted to the Panel in 12 months.

Decision of the Executive Member for Housing

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To keep the Executive Member informed of progress and to update the actions contained in the strategies.

15. Annual Housing Satisfaction Survey 2007

Members considered a report, which outlined proposals for changes to the collection of satisfaction data from City of York Council tenants in 2007/08.

It was reported that every three years all Councils with housing stock were required to carry out a sample survey of tenants using a questionnaire known as the STATUS survey. York had been required to carry out the survey in 2006/07 and the results had been reported in January 2007. However, City of York housing services had historically also carried out a survey known as the Annual Housing Services Monitor every year since 1990.

Officers confirmed that more focussed research was thought to be the more appropriate way to engage with residents and to ensure that data collected was used. It was confirmed that the meeting of the York Federation of Residents and Community Associations would be discussing the proposal at their meeting on Thursday 19 July 2007 and Officers

confirmed that they would email details of feedback from this meeting to Members.

Officers also confirmed that the STATUS satisfaction survey would again be carried out in 2009/10.

Members then considered the following options:

Option 1 – Carry out a reduced size annual housing survey in 2007/8 and 2008/9, complemented by focussed research.

Option 2 – Carry out a full Annual Housing Monitor based on the STATUS survey again in 2007.

Advice of the Advisory Panel

That the Executive Member for Housing be advised to approve Option 1, adopting a revised approach to the collection of annual housing satisfaction data from CYC housing tenants.

Decision of the Executive Member for Housing

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To enable an approach which better facilitates tenant involvement in service development, and to allow sufficient time to act on findings from survey work.

16. Supporting People Programme

Members considered a report, which advised them of progress, made within the Supporting People (SP) Programme in York. The report identified the key priorities for the programme and the implications of these for the Council and it requested the Executive Members to refer this information to the Executive for their information.

The Programme had been launched by the Office of the Deputy Prime Minister in 2003 and enabled the provision of housing related support to help vulnerable people maintain or improve their ability to live independently. However the City was identified as a 'high spending' Authority and since 2003 York's grant had decreased each year. It was confirmed that there was a high risk that the grant would continue to reduce over the coming years and that a retraction plan had been put in place to allow funding to be withdrawn over time.

Advice of the Advisory Panel

That the Executive Members for Housing and Adult Social Services be advised to

- (i) Note the information provided within this report, and refer the report on to the Executive for information.
- (ii) That in future a report should be provided to the Executive Members and Advisory Panel, on an annual basis, for referral on to the Executive.

Decision of the Executive Members for Housing and Adult Social Services

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: i) This will allow a wider strategic understanding of the programme, which extends beyond the usual remit of Housing and Adult Social Services.
ii) To allow a wider understanding of the progress and issues of the programme, and its links to local strategic priorities.

17. Update on Review of Home Care Purchasing and Commissioning Restructure

Members considered a report, which summarised an evaluation of the Home Care restructure, which had taken place in December 2006. The evaluation compared the intentions set out in the June 2006 EMAP report with the current position of home care services to assess the level of achievement of the planned changes. The evaluation had considered the outcomes and the process and had gone on to consider what lessons and implications there were for the future development of Home Care across the City.

It was reported that the new contracts had come into place on 4 December 2006 together with the new and additional CYC provision, the service now being in operation for seven months. The report summarised the present position and the benefits, some of which would only be measurable in the long term. It was confirmed that the changes to Home Care services had played a major part in addressing the projected £1.6k deficit in the Adult Social Services budget and helped deliver a surplus of £205k at the 2006/07 year end.

Officers confirmed that phasing of the service over a longer period would have been preferable but that this had not been possible. It had been highlighted that communication with customers was important and the recent customer satisfaction survey had shown that levels had now risen back to 2005 levels of 95%. It was also confirmed that the data collected did not include the goodwill of the carers, which was also important.

Certain Members referred to problems, which had arisen during the changes when care had been disrupted to a number of customers. Members had urged that any changes should be carried out in a sensitive manner and that good communication was key.

The Executive Member confirmed that with hindsight a better way forward may have been the appointment of one dedicated person to co-ordinate the change.

Advice of the Advisory Panel

That the Executive Member for Adult Social Services be advised to agree changes being made between the levels of service in line with need and demand, within delegated authority and that where changes require member approval a further report be provided.

Decision of the Executive Member for Adult Social Services

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To ensure better sustainability and cost effectiveness for home care services, to better reflect the actual demand for the new services and to provide customers with as seamless a service as possible.

18. Outcome of an Inspection by the Adult Learning Inspectorate into the Workstep Employment Programme

Members considered a report, which summarised the findings from the recent Adult Learning Inspection of the Workstep Programme and sought Members support in the promotion of the programme and related services within the Authority.

It was reported that the Workstep contract was with Job Centre Plus, which provided up to 52 places for eligible participants, with a disability, to be supported into employment. The programme was based at the Yorkcraft site, which included a sheltered workshop, on Tadcaster Road, York.

Officers confirmed that although the results of the findings, were in the main encouraging and the overall management of the programme were assessed as “good” the following weaknesses had been identified:

- Need for the authority to develop a corporate marketing strategy for the Workstep Programme
- Raising the general awareness of the Workstep Programme throughout the authority.

It was confirmed that an action plan was being developed to respond to these issues, which included:

- The completion of the quality assurance programme.
- The promotion of wider opportunities within Council departments.
- The development of a realistic marketing strategy.
- Utilising the Workstep programme as an integral part of the modernisation of day services.

In answers to Members questions Officers confirmed that the separation between Yorkcraft and the Workstep Programme was, in future, to be made much clearer. They also confirmed that details of the Programme would be made more accessible on the Council’s website.

Advice of the Advisory Panel

That the Executive Member for Adult Social Services be advised to note the content of the report on the inspection of the Workstep Employment Programme by the Adult Learning Inspectorate and support Officers to implement the recommendations required.

Decision of the Executive Member for Adult Social Services

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To make further improvements to the service for current and future customers.

19. Update on Joint Working with North Yorkshire and York Primary Care Trust

Members considered a report, which updated them on the current position on joint working with North Yorkshire and York Primary Care Trust (NYYPCT) and the impact of the overall financial position within the local NHS on local authority responsibilities.

Officers confirmed that recruitment to key posts in the Trust was now well under way and that good contacts had been made with the two non-executive Board members who lived in York. It was also confirmed that the key issues at local level would not be lost during these changes. Staff now had a closer working relationship with health colleagues and meetings were being held to manage issues and agree various initiatives.

Advice of the Advisory Panel

That the Executive Member for Adult Social Services be advised to note the update report on joint working with North Yorkshire and York Primary Care Trust.

Decision of the Executive Member for Adult Social Services

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To brief the Executive Member on the current position in terms of the partnership with NYYPCT.

20. Annual Self Assessment Survey for Adult Social Services 2006/7

This report drew Members attention to the Annual Self Assessment Survey (SAS), which had been submitted by officers to the Commission for Social Care Inspection (CSCI). This survey formed a significant part of the evidence that led to the annual rating of adult social services in the autumn.

Officers confirmed that this report covered the Directors summary, which set out an appraisal of performance in 2006/07 and prospects for the future. It was also explained that the process for determining the 'star rating' for adult social services had changed for the assessment of performance in 2006/07 and that the assessment would not be published until the end of November.

Advice of the Advisory Panel

That the Executive Member for Adult Social Services be advised to note the summary of the Self Assessment Survey for Adult Social Services 2006/07 and the process for publishing the full submission.

Decision of the Executive Member for Adult Social Services

RESOLVED: That the advice of the Advisory Panel as set out above be accepted and endorsed.

REASON: To ensure that information on the performance of adult social services in York is available.

CLLR SUE SUNDERLAND
EXECUTIVE MEMBER FOR HOUSING

CLLR SUE GALLOWAY
EXECUTIVE MEMBER FOR ADULT SOCIAL SERVICES

CLLR CHRIS HOGG
Chair of Advisory Panel

The meeting started at 5.00 pm and finished at 6.05 pm.

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HASS31

Meeting of Executive Members for Housing and Adult Social Services and Advisory Panel**10 September 2007**

Report of the Director of Housing and Adult Social Services

2007/8 Service Plans and Budget 1st Monitor report**Purpose of Report**

1. To advise the Executive Members of progress against the service plan targets for housing and adult social services and the projected financial outturns for 2007/8 based on first quarter results.

Performance Overview

2. This report gives an overall summary of performance with more detail for each service plan area set out in the annexes. These cover:
 - Housing Revenue Account (Landlord services)
 - Housing General Fund
 - Corporate Services
 - Older People and Physical Disability
 - Mental Health
 - Learning Disabilities
3. The annexes show progress in relation to the key objectives (Critical Success Factors) and the performance targets as well as a more detailed breakdown of expenditure. (Where performance figures are only available annually they are not shown in the quarterly updates.) Some of the highlights are set out below in this summary report.
4. Performance on housing landlord services continues to show encouraging improvement with an increase in the rent collected as a percentage of the debt; turn round times on empty homes dropping below 21 days and decreases in the time taken for both urgent and non-urgent repairs. Work is underway to improve tenant satisfaction with opportunities for participation and an end to end review of the repairs process is being undertaken jointly with Neighbourhood Services and Chief Executive's departments.
5. In relation to housing general fund activities, 18 referrals have already been received for the new York Security Grant agreed in March 2007; agreement has been obtained for a sub-regional loans officer to promote equity release schemes for vulnerable customers; work has begun on both the new Arc

Light and the new Peasholme buildings. Secretary of State approval was given for new developments at Germany Beck and Derwenthorpe and the updated Housing Market Assessment was published in July.

6. In terms of Corporate Services the most notable achievement falls just outside the first quarter – phase 1 of the new social care replacement system went live on 4th July and due to excellent preparation the transition went very smoothly. The next phase will cover financial processes. Levels of sickness absence remain a key issue in the direct provision of social services but the trend in the first quarter has been more encouraging and the department is working in partnership with the Health and Safety Executive to pilot a more targeted approach to ‘hotspot’ areas. (N.B. The figures on sickness absence shown in the annexes are departmental and therefore do not show the variations between service areas. Unfortunately the breakdown of these figures into service plan areas could not be completed in time for publication of this report.)
7. In terms of adult social services there are also encouraging signs on a number of performance indicators relating to the proportion of people supported at home; waiting times for care packages; number of permanent admissions into registered care; direct payments and services to carers. However, there are signs in the second quarter that the amount of time staff have had to spend on training and becoming familiar with the new computer system have had an impact on some indicators (such as speed of completing assessments and reviews). Action is being taken to address this during the remainder of the year.
8. The annual performance assessment of adult social care for 2006/7 will be carried out by the Commission for Social Care Inspection in the Autumn with the outcome not being known until the end of November.

Financial overview

9. Housing Revenue Account - The original 2007/08 budget reported to members on 11th December 2006 had a working balance of £5,453k. After a number of budget adjustments, including the allocation of recharges and insurances, the balance on the HRA is now estimated to be £5,641k. This review indicates a net overspend of £7k which, together with the budgeted balance of £5,641k, now gives a total estimated balance on the HRA of £5,634k.
10. Housing General Fund - The original budget estimate for Housing General Fund approved by Members was £1,202k. After approval of savings and growth and other approvals including insurance and recharge adjustments, the approved Housing General Fund budget is now £1,300k. This review indicates a forecast underspend of £65k compared to the approved budget of £1.3m, a reduction of 5%.
11. Adult Social Services - The original budget estimate for Adult Social Services approved by Members was £32.3m. After approval of savings and growth and other approvals including insurance and recharge adjustments, the approved budget is £34.2m. This review indicates an overspend of £238k compared to the approved budget of £34.2m, an increase of 0.7%.

12. Growth and Savings - As part of the budget process members agreed growth items across Housing & Adult Social Services of £1,720k. In order to balance the council's overall budget, savings of £1062k were also agreed. This review indicates that all growth and savings are currently on target with the exception of the savings in Learning Disability Services.
13. The Director has been given delegated authority to transfer available resources of up to £100k from one budget heading to another within the agreed delegation scheme. Individual budget holders use these virement rules so that any avoidable overspends can be met by identifying, or curtailing expenditure within other budget heads. Virements to report within this quarter are as follows:

	Description	Variation £'000
	<u>HOUSING REVENUE ACCOUNT</u>	
1.	Streets Ahead budget to be managed by Housing	
	a) Increase in Strategy and Enabling budget	+28
	b) Reduced charge from neighbourhood management	-28
2.	Increase in Partnering Repairs Budget	
	a) Increase in repairs budgets	+50
	b) Reduction in the HRA working balance	-50
3.	Creation of 'Golden Goodbye' budget	
	a) Increase in incentives budget	+23
	b) Decrease in legal fees budget	-23
4.	Increase in training budget	
	a) Increase in training budget	+25
	b) Reduction in the HRA working balance	-25
5.	Increase in revenue contribution to the capital programme	
	a) Increase in revenue contribution	+231
	b) Reduction in the HRA working balance	-231
	<u>HOUSING GENERAL FUND</u> - no virements to report	
	<u>ADULT SOCIAL SERVICES</u>	
6.	Transfer from Resources to increase Superannuation budgets	+146
7.	Transfer of budgets to LCCS re Children's Social Services	-56
8.		-3
9.	Transfer of budget to LCCS re Books on Wheels Service	
	Virements within HASS to reflect spending pressures	

	across the department	-200
	<ul style="list-style-type: none"> • Corporate Services • Housing • Learning disabilities • Older People & Physical Disabilities 	+65 +61 +74
10.	Adjustments within Older People & Physical Disabilities to realign budgets with activity	
	<ul style="list-style-type: none"> • Residential and nursing • Direct payments 	-500 +500

14. The overall departmental position is a projected, net general fund overspend of £173k. This is in marked contrast to the position at the same time last year when an overspend of £1.7m was being projected. The Management Team will be working to bring the overall General Fund expenditure back within budget by the end of the year – which should be achievable given the low percentage of overall spend that the projected overspend represents.
15. However, Members should note the continued pressures in Learning Disabilities due to the increase in both the number of customers (young people coming into adult services and older people living longer) and the complexity of their needs. This trend is set to continue for the foreseeable future and is a part of a national pattern (an 11% increase in the number of adults in England with a learning disability is expected in the period 2001 to 2021). Ways of accessing income from alternative sources, e.g. Independent Living Fund and NHS Continuing Care, are currently being used with some success by the learning disabilities team. However, it is very unlikely that this will bring the service back within its overall approved budget.
16. It is also worth noting that whilst the overall position is a significant improvement on the position in previous years, it is dependent on some areas under spending. Should these under spends not be achieved the departmental overspend could increase above the figures quoted here. The budgets will continue to be monitored closely to identify any problems at an early stage.
17. As part of the 2007/08 budget report a possible contingency item for £280k was identified in respect of the repayment of customer contributions towards health care costs. Negotiations are ongoing to resolve this issue but it is likely that all of this £280k will be needed to meet this additional expenditure. The final amount and the formal request for contingency will be included in the second monitoring report in December of this year, when the final costs should be known.

Consultation

18. There has not been any specific consultation on this report but elements of the service plans will have been consulted upon.

Options

19. Options are not part of this report which is intended to set out the summary position after the first quarter of 2007/8.

Corporate Priorities

20. The service plan reflects many of the council objectives and priorities, and many of the actions related to council objectives and initiatives. Specific links can be made to the following:

“Outward facing”

- ❑ Improve the actual and perceived condition and appearance of city’s streets, housing estates and publicly accessible spaces
- ❑ Reduce the actual and perceived impact of violent, aggressive and nuisance behaviour on people in York
- ❑ Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city
- ❑ Improve the quality and availability of decent affordable homes in the city
- ❑ Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest.”

“Improving our organisational effectiveness”

- ❑ Improve our focus on the needs of customers and residents in designing and providing services
- ❑ Improve the way the Council and its partners work together to deliver better services for the people who live in York

Implications

Financial

21. These are set out in paragraphs 9 to 16 above. Financial regulations require a detailed explanation of any budget variation in excess of £50k and those above £10k where the variation is greater than 2% above the budget heading. A detailed financial analysis of each service plan is set out in the attached annexes to the report.

22. Other Implications

Human Resources (HR)

None arising specifically from this report.

Equalities

None arising specifically from this report.

Legal

There are no immediate implications to report.

Crime and Disorder

There are no immediate implications to report.

Information Technology (IT)

None arising specifically from this report.

Property

None arising specifically from this report.

Other

None

Risk Management

23. This report focuses on high level issues that the Executive Member should be aware of and therefore does not analyse more detailed risks that would be dealt with through service planning.

Recommendation

24. That the Advisory Panel advise the Executive Members to
- note and comment on the content of this report and
 - agree the virements between £100k and £250k outlined in paragraph 13 and refer those over £250k to the Executive for approval

Reason : So that the Executive Members are briefed on the projected performance and financial outturns for housing and adult social services based on the first quarter of 2007/8.

Author:

Bill Hodson
Director of Housing and Adult
Social Services
Tel. 554001.

Chief Officer Responsible for the report:

Bill Hodson
Director

Report Approved



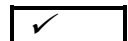
Date 24th August 2007

Specialist Implications Officer(s)

None

Wards Affected: *List wards or tick box to indicate all*

All



For further information please contact the author of the report

Background Papers: None

Annexes

Annex 1 - Housing Revenue Account (Landlord services)

Annex 2 - Housing General Fund

Annex 3 - Corporate Services

Annex 4 - Older People and Physical Disability

Annex 5 - Mental Health

Annex 6 - Learning Disabilities

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HRA Service Plan 2007/2008 - Monitor 1

Analysis

Achievements since April 2007

1. Specific achievements during the period include:
 - Proposals for the redevelopment of the Discus sites have been received from 11 organisations (partnerships of Registered Social Landlords and Private Developers). These are being evaluated and a short list of potential development partners will present their proposals to the Board and the Residents Development Committee early in October.
 - An initial review of the Allocations Policy has given greater clarity to the existing document. This is the initial stage of a comprehensive review of how and to whom homes are let across the city. This is a significant piece of work which will require wide spread consultation with customers, and other housing providers and stakeholders.
 - A training newsletter is now being published bi monthly and a staff forum has been established as a 'sounding board' for training and development in housing. Funding has been identified for all group and service managers in Housing to attend the 'Future Leadership' programme which is specifically tailored for local government.
 - Skills audits have been completed by all front line teams within housing operations
 - The annual staff survey for 2006 showed an increase in overall satisfaction by housing staff with their present job and an increase of 21% on the 2005 result. In 2006 72% of staff were very or fairly satisfied.
 - The planning permission for Peasholme relocation has been approved and the contract started on site in August.

Critical Success Factors (CSFs)

Remain on Target to meet the Decent Homes Standard by 2010

2. Remain on track to meet decent Homes by 2010 with an annual review of the business plan costs.

Improved Performance across all landlord functions

3. Income management arrears have increased in actual terms but this is consistent with previous years. Encouragingly there has been an improvement in BVPI 66a (rent collected as a % of the actual debt). In June 2006 this figure was 85.60% but in June 2007 it had increased to 87.34%, an increase of 1.5% on the same time last year.
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4. Void management has continued to show an improvement in performance with the void turn around time down from 26.25 days last year to just under 21 days. There are still some elements of the new voids process that need to be implemented by Neighbourhood Services.
5. The average time to complete urgent repairs for 07/08 is 1.55 days compared to 1.94 days in 06/07. There has also been a reduction in the average time to complete a non-urgent repair from 9.68 days in 06/07 to 7.91 days in 07/08.

Improve tenant satisfaction and opportunities for participation

6. The Tenant Compact has been reviewed and updated (this was approved at June emap). Work is currently in progress on action planning and launch in September.
7. Delivery of the Neighbourhood Management Unit (NMU) workplan in relation to tenant involvement is monitored on a monthly basis. An audit of Resident Association (RA) activities has recently taken place and NMU are now working with resident groups on an action plan and training programme to address the findings of the audit and build capacity amongst the RAs
8. An action plan is being drawn up to respond to areas of concern in 2006 Annual Housing Monitor using additional information gained from the focus groups in March 2007 and involving the establishment of Customer Expert Panels

Sign up to the RESPECT standard for housing Management

9. The Anti Social Behaviour Steering Group has been reconvened with the Head of Housing Services chairing the group. A multi agency group has also met to identify gaps in current provision, which do not meet the standard. The 2 main areas for improving service are, methods of consultation with communities on what their priorities are for tackling ASB and providing feedback on progress; and examining ways in which interventionist approaches can be implemented that tackles problems at source e.g. family intervention schemes.

Roll out Customer Service and Working with Colleagues standards across housing, and embed in induction, training and monitoring

10. Both the Customer Standards and Working with Colleagues documents have been circulated, discussed with staff and launched. An action plan is being prepared to ensure that the principles of the documents are consistently implemented and become embedded within the culture of the housing service.

Areas for Improvement

11. Although the performance of the responsive repairs services has improved there are still issues regarding satisfaction with the service particularly from new tenants moving into properties and completion of jobs on the first visit i.e.
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right first time. An 'end to end' systems thinking review of the service is started in August facilitated by the corporate Performance Improvement Team which is due to complete in late autumn and involving all staff involved in the Repairs Partnership as well as consultation with customers. This will also include 'end to end' performance measures for the Partnership.

Financial Summary

12. The table below sets out the variations in accordance with the financial regulations

	Approved Budget £'000	Variation £'000	Variation %
Repairs and Maintenance			
Jobs General - high demand particularly electrical and roofing	4,465	+166	+3.72
General Management			
Housing Operations – savings mainly due to staff vacancies offset by use of temporary staff.	2,510	-12	-0.48
Training	45	+10	+22.22
Temporary Accommodation – mainly savings due to vacant support worker posts offset by increase in cost of repairs	675	-39	-5.78
Grounds Maintenance – saving on day to day grounds maintenance	360	-12	-3.33
Caretaking – saving due to handyperson vacancy	204	-22	-10.78
Housing Subsidy Payment – decrease in subsidy receivable due to lower than forecast interest rate	5,354	+16	+0.30
- offset by reduction in loan interest payable	1,131	-11	-0.97

	Approved Budget £'000	Variation £'000	Variation %
Fees and Charges			
Cooker rental – lower number of cookers rented than forecast	-111	+25	+22.52
Sheltered Housing – mainly due to lower contribution required from HRA for transitional SP customers	-456	-23	-5.04
Leaseholder Charges – higher than forecast rechargeable works	-87	-15	-17.24
Supporting People – reduction in income lower than forecast	-825	-60	-7.27
Other Minor Variations	-18,906	-16	-0.08
Net change in working balance	-5,641	+7	+0.12
Variation in Turnover	62,252	+110	+0.18

Balanced Scorecard

13. Performance indicators that are measured on an annual basis only have been excluded from the balanced scorecard in this first monitor but will be included in the outrun report.

Customer Based Measures

Description	2006/7 Outturn	2007/8	
		Annual Target	Current Performance
Urgent repairs completed within Government timescales	83.56%	98%	86.25%
Average time taken to complete non-urgent repairs	9.68 days	8 days	7.91 days
% of external calls answered in 20 seconds	91.30%	95%	95.70%

Process Based Measures*

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
Average time taken to re-let local authority housing.	24 days	21 days	21 days
% of minor adaptations installed within 20 days of assessment	67.27% (4 months data)	To be set once a full quarter data available	82.86% (data for April / May)
% of major adaptation completed with 60 days of assessment	7.14% (4 months data)	To be set once a full quarter data available	20% (data for April / May)

(*Local process measures are being developed by the Housing Services Management Team on gas servicing but quarterly data was not available in time for this report)

Finance Based Measures

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
Rent collected by the authority as a proportion of rents owed on Housing Revenue Account (HRA) dwellings	97.46%	97.86%	87.34%
Rent arrears as a proportion of the rent roll	2.59%	2.05%	3.41%
Rent lost through voids	1.04%	0.90%	0.26%

Staff Based Measures

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
Average staff sick days per fte.	17.8 HASS	at or below council wide average	4.49 days (HASS)
Staff turnover	15%	at or below council wide average	4.21% (HASS)

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Housing General Fund 2007/2008 - Monitor 1

Analysis

Achievements since April 2007

1. Specific achievements during the period include:
 - Golden Triangle Partnership Homebuy Plus scheme has included the purchase of 17 homes in York in 2006 /07 helping local households in to home ownership
 - A Youth Homeless Prevention worker is being jointly funded from Supporting People and Communities and Local Government (CLG). This is a 1 year post based with Foundation Housing the key objectives being to reduce the numbers of 16 /17 year olds in Bed and Breakfast and offering intervention and support to both the young person and the family to enable them to remain at home.
 - A partnership with North Yorkshire and York PCT, and York Housing Association will deliver 8 independent living flats for adults with mental health problems
 - Introduction of the Security Grant with Safer York Partnership and 18 referrals have already been received
 - To enable vulnerable customers to access the Home Appreciation Loan scheme York will, on behalf of the North Yorkshire Housing Partnership, employ a sub regional loans officer to market and promote the scheme
 - A training news letter is now being published bi monthly and a staff forum has been established as a 'sounding board' for training and development in housing. Funding has been identified for all group and service managers in Housing to attend the 'Future Leadership ' programme which is specifically tailored for local government.
 - The annual staff survey for 2006 showed an increase in overall satisfaction by housing staff with their present job and an increase of 21% on the 2005 result. In 2006 72% of staff were very or fairly satisfied.
 - Proposals for the redevelopment of the Discus sites have been received from 11 organisations (partnerships of Registered Social Landlords and Private Developers). These are being evaluated and a short list will present their proposals to the Board and the Residents Development Committee early in September. The Board, in consultation with the Residents Development Association have agreed that St Ann's site will be vacant by April 2008.

Critical Success Factors (CSFs)

Successful development and completion of Peasholme and Arc Light Resettlement Projects

2. The build contract for the new Arc Light commenced on site in March 2007 and progress is on time and within budget to complete by April 2008. Communities and Local Government (CLG) have allocated an additional 200k to the project towards internal fixtures, fittings and furniture.
3. Planning permission for Peasholme was granted in May and the work commenced on site in August.

Maximise affordable housing on planning gain sites (target 50%)

4. Negotiations with developers regarding delivery of the 50% target are ongoing. Discussion on the redevelopment of Nestle site are positive and along with the Discus Bungalow sites, work is being done to assess the impact of introducing social housing grant to increase both the numbers of homes and the quality
5. Participated in the stakeholder consultation on the Local Development Framework issues and options papers.

Respond to the findings of the Housing Market Assessment

6. The new Strategic Housing Market Assessment was published in July. This will guide future priorities for affordable housing types, numbers and tenure. This provides an essential evidence base for negotiation with private developers and in securing Regional Housing Board and Housing Corporation funding for affordable homes. Additional focus groups will target the housing needs of specific groups that may be too small statistically to provide accurate information with in the main survey e.g. migrant workers, BME

Identify resources, commission and analysis results of Private Sector Stock Condition Survey

7. Resources have been identified for this survey and the work has been tendered to 5 consultants who have expressed an interest. This work will provide baseline data to inform future policy and investment decisions for the private sector housing stock.

Development of a new Homelessness Strategy

8. The review of the Homelessness Strategy was launched in May with an audience of service providers, stakeholder and councillors. Following on from this event the first meeting of the Steering group took place in July with the proposal for the work to be led by a representative executive Board with 6 sub groups looking at key areas such as young people, mental health, resettlement. Consultation with customers and service users will be through these groups some of which are already established. The new strategy needs to be in place by July 2008.

Areas for Improvement

9. The 50% affordable housing target remains a challenge however it is essential that work continues to maximise all opportunities to meet this target.

Financial Summary

10. The table below sets out the variations in accordance with the financial regulations.

	Budget £'000	Variance £'000	Variance %
<u>Howe Hill Hostel</u>			
Saving due to employee vacancies (-£23k) and lower repair costs (-£12k) offset by increased expenditure on utilities (+£18k)	285	-17	-5.96
Higher occupancy than forecast (-£35k) and increased SP income (-£11k)	<u>-258</u> 27	<u>-46</u> -63	-17.83
<u>Homelessness Casework</u>			
Saving due to vacancies	333	-20	-6.01
<u>Travellers Sites</u>			
Mainly due to increased repair costs	-38	+9	+23.68
<u>Other Minor Variations</u>	978	+9	+0.92
Total Housing General Fund	1,300	-65	-5.00

Balanced Scorecard

11. Performance indicators that are measured on an annual basis only have been excluded from the balanced scorecard in this first monitor but will be included in the outrun report.

Customer Based Measures

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
% of customers satisfied with grants service	98%	95%	100%
% of service requests first response within 3 working days	99.9%	95%	98.26%
% of minor adaptations installed within 7 days from assessment BVPI	96%	96%	98.20%

Process Based Measures

12. All Housing General Fund process based measure are reported on an annual basis.

Finance Based Measures

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
Take up of Home Appreciation Loans	0	6	0 (but 2 in process)

Staff Based Measures

Description	2006/07 Outturn	2007/08	
		Annual Target	Current Performance
Average staff sick days per fte	17.8 HASS	at or below council wide average	4.49 days (HASS)
Staff turnover	15%	at or below council wide average	4.21 % (HASS)

Corporate Services

1) Achievements

The following areas should be noted.

- The new social care record system, Frameworki, went live on 2nd July. This has been a tribute to all those concerned with the planning and implementation of this major change. The extensive preparation minimised the risks and enabled this first phase of implementation to go so smoothly. There is now a bedding in period and staff are adjusting to the new ways of working. Frameworki will provide the platform for future success by giving us and the customer better information, that is more readily available and support further integrated and mobile working.
- The Review of the Commissioning of Home Care, was completed on schedule and reported to the July 2007 meeting of the EMAP. It highlighted further changes required to match our service levels with current and projected customer demand and the importance of adequate capacity in project management for future large scale change projects.
- We are on schedule in the refresh of the Supporting People Programme and a progress report was submitted to the July 2007 meeting of the EMAP. Work is underway on the accreditation of new service providers, and plans are in place to conduct the review of supporting people services for older people beginning in September.
- The Customer Advice Centre in 10-12 George Hudson Street has gone live with two new IT systems in children's and adult social care, improvements have been made to its physical environment.

2) Critical Success Factors (CSF)

The following are the CSF identified in the service plan and a comment on their current position.

Replacement of Social Care recording system

The project met the target for first phase implementation. There are new risks to the second phase timescale because the IT project manager will be leaving to work for the supplier. There are also major business change and IT configuration areas from the initial go live that will need working through.

Improved partnership with internal and external stakeholders

High level discussions are in progress with the new Primary Care Trust to establish shared processes to support joint commissioning. The PCT Financial Recovery Plan actions are being monitored for potential social care impacts and joint working is underway on the key shared agendas. Written understanding between customer advice service and Children's Services on the handling of initial referrals has been agreed.

Supporting People programme

Retraction plan for ineligible Supporting People funding has now been agreed and is being implemented

Shifts in budget spend towards agreed priority customer groups are beginning.

Current projections suggest the Programme will remain within balance for the next three years if the ineligible funding is retracted as planned.

Workforce Development

The dedicated HR time is being increased to support managers and staff in service areas with higher levels of non attendance following the success of the work on addressing long term absence.

White Paper Implementation and Modernising services

A re-tendering of one of the home care contracts has been completed and the transition to the new service achieved successfully

Work is underway to develop a delivery plan for the Long Term Commissioning Strategy for Older People

Commissioners and finance staff continue to support the 'In Control' project for People with Learning Disabilities, which will pilot 'individualised budgets', a key part of the Governments White Paper.

Improvements were achieved in 2006/07 in the handling of Ombudsman enquiries, reported in this last period

High level written agreement with partners across York and North Yorkshire on the sharing of information has been negotiated and is close to signature. Future work will involve the drawing up of specific protocols.

Areas for Improvement

More time and resource is required to complete an overall Workforce Development Plan in 07/08 as this was not possible in 06/07. There has been some progress on improving induction but the various working groups outputs now needs to be brought together in one prioritised plan as our efforts have been spread too thinly.

We did not achieve the 06/07 target of 70% of complaints being dealt with within timescales. Additional administrative capacity to support the complaints process has recently been introduced and routine performance monitoring reports are now received at Directorate Management Team meetings.

New external priorities or demands

- The delay in the Primary Care Trust appointing to its management structure in 06/07 and their focus on producing a financial recovery plan had a negative impact on joint working arrangements that is now being addressed.
- The work on reducing overspends and supporting major service changes in line with national policy drivers continues to present a challenge to Corporate Services priorities when providing additional time from finance, management information and IT staff.

Significant organisational issues

The following issues have impacted on the achievement of the service plan.

- The HR team supporting HASS has experienced staff turnover and vacancies which has reduced their ability to support business areas and complete developmental work in year of big projects requiring support such as home care and job evaluation.

Prospects for the next period

The agenda is large, and capacity stretched. Prioritisation will be essential to delivery of key actions that are outlined in the 2007/08 Corporate Services Plan.

Work is required on an implementation plan for the Longer Term Commissioning Strategy for Older People.

Development work on the introduction of new social care system will focus on financial aspects and the embedding of the core care management system from the initial go live of the system

The review of customer advice service has identified a number of actions in relation to improving processes and working arrangements with adults and housing services. Work will also commence on preparing for phase 2 of [easy@york](#) programme

Blue badge administration will be reviewed in the light of emerging government guidance, incorporation within the new social care system and efficiency review.

Budget

Corporate Services spans both social services and housing functions and also includes Supporting People. The main variations are as follows

CORPORATE SERVICES	Budget £'000	Variation £'000	Variation %
Corporate Support – underspend on staffing due to vacant posts.	182	-14	-7.7
Complaints section – small overspend on staffing	78	+8	+10.3
Other budgets	2,070	+4	+0.2
Total Corporate Services	2,330	-2	-0.1

Balanced Scorecard - Corporate Services

Customer based improvement

Measure	Current (Q1 07/08)	2006/07 outturn	2007/08 Target
CG4 % of visitors seen by an officer within 10 minutes	96%	90%	92%
CG5: % of visitors referred to the correct officer within a further 10 minutes	90.7%	90%	92%
(All) % of external calls answered in 20 seconds or less	94.7%	96.5%	97%
(All) % of external emails and correspondence answered within 10 working days	89.1% (dip due to staff sickness)	96%	97%

(Complaints) Number of customer complaints dealt with within time	82%	75%	90%
(SP) KPI 1 Service users who are supported to establish and maintain independent living (average for customer groups)	Not yet available	98%	98%
(SP) KPI 2 Service users who have moved on in a planned way from temporary living arrangements (average for customer groups)	Not yet available	72.8%	T73%

Process based improvement

Measure	Current (Q1 07/08)	2006/07 outturn	2007/08 Target
System available to all existing users of ISIS	4 /07/07		30/6/07
Longer-term support arrangements for system in place	4/07/07		30/6/07

Staff based improvement

Measure	Current (Q1 07/08)	2006/07 outturn	2007/08 Target
Staff turnover	4.21%	15%	At a level comparable to other similar authorities
Average staff sick days per f.t.e.	4.49	17.8	At a level comparable to other similar authorities

Older People & Physical Disabilities

Achievements

1. The following achievements should be noted.

- Teams successfully prepared for the use of the new customer data information IT system (framework)
- We are exceeding our 07/08 target on :
 - i. the number of people helped to live at home
 - ii. %age of adult service users with ethnic origin missing or not stated
 - iii. Waiting times for care packages
- In addition a number of areas are showing improved performance on the same period last year:
 - i Services to Carers
 - ii Reduced admissions to care
 - iii provision of statement of needs
 - iv reviews of services
- Stricter adherence to the application of eligibility criteria has continued. As a consequence projected overspends on home care have been significantly reduced.
- A review of the Carers Centre service has started in conjunction with the PCT and North Yorkshire Council, with extensive consultation of people using the service.
- The long term locality home care provision in the West area has been secured through a fourth contractor. All work involved in the transfer of customers to this company has been successfully achieved on time.
- Collaboration with the NHS has linked a social care manager with the Fast Response Team run by the Primary care Trust and also with the Non-acute Rehabilitation Units run by the Hospital Trust. This will support the prevention of admissions to hospital and the speedier discharge from non-acute units.

Critical Success Factors (CSF)

2. The following are the CSF identified in the service plan and a comment on their current position

ESCR- electronic record keeping

- 2.1 This has been introduced with the new data base system. All new documents are being scanned into the data base in order to develop electronic records. Over time historic records will be scanned and files removed from offices for archiving. This plan is on target.

Planning for modernization of Disability day services & development of strategy for Long-term conditions

- 2.2 The modernisation of day services continues through the planning to reprovide services from Huntington Road. Each customer of HRDC will have completed an individual session by October which identifies the day activities they wish to pursue in future. Alongside this work is underway to identify whereabouts these opportunities can be realised.

In addition a strategy for the development of services for people with a physical disability or sensory Impairment will be developed, with a consultation event being planned for the late Autumn.

Workshops have been held with primary care and Primary Care Trust colleagues supported by the Care Services Improvement Partnership. This has focussed on the need to have closer links at Primary Care level which will support more effectively people with long-term conditions.

Development and implementation of first part of 3-year section of long-term commissioning plan.

- 2.3 The key components that this relates to are:
- i **accommodation & support planning**- a report on this is to be brought to Members in October. During this quarter admissions to care have been minimized and home care availability has improved considerably to support people at home.
 - ii **prevention & diversion** from intensive support. A prevention strategy is currently being prepared and will be brought to Members at a later stage.
 - iii **implementation of telecare**- The support technology, some equipment and procedures are now in place. A demonstration room has been set up in Haxby Hall and a public launch is being planned.
 - iv **support to carers** – the flexible carer support scheme continues to be highly successful and is likely to require additional funding from other budgets before the year end . A review is to be undertaken of the scheme to ensure it is operating efficiently and support is provided to those most needing it.

Implementation of Mental Capacity Act

- 2.4 The first phase of the Mental Capacity Act has successfully been implanted with the procurement & establishment of the Independent Advocacy service and the staff awareness training and specialised training required to implement the Act.

Budget

3. The table below sets out the major variations

OLDER PEOPLE & PHYSICAL DISABILITIES	Budget £'000	Variation £'000	Variation %
Community Support – continued effect of overspend in previous years.	1,012	+19	
In House Home Care – underspend mainly due to staff vacancies within the service	3,721	-68	
Direct payments – overspend due to increased take up of direct payments above the level budgeted for.	<u>636</u>	<u>+9</u>	
	5,369	-40	-0.8
Residential & nursing – as increased numbers are being helped to live at home fewer are being placed in residential and nursing care.	4,599	-155	-3.4
Disability Support Services team – vacancies currently within the team.	422	-50	-11.8
Contracted Services – small underspend across adult services	510	-6	-1.2
Out of Hours Service - Renegotiation of out of hours service contract will result in a saving	186	-16	-8.6
Private sector adaptations – increase in volume of repairs	196	+36	+18.4
Community Equipment Loans Store (CELS) – reduction in spend on equipment	371	-26	-7.0
Elderly Persons Homes –overspending on pay (£156k) due to levels of sickness plus continued pressure of staffing to minimum CSCI standards. This is offset by overachievement of income (£14k). An exercise is currently being undertaken to gauge base level of staff required in each home and budgets will then be realigned to reflect staffing at this level.	2,478	+142	+5.7
EPH repairs and maintenance – overspend mainly due to an increase in the number of repairs being carried out. Work is ongoing to identify any savings that can be made in this area.	92	+58	+63.0
Meals Service – additional one off staffing costs.	6	+24	+400.0

Mobile Wardens and Warden Call – £86k staffing overspend more than offset by overachievement of income from Private Tenants (£83k) and council tenants (£32k). Over 30 new customers joined the service in May and June.	153	-29	-19.0
Various staffing underspends	1,071	-80	-7.5
Other minor variations	4,590	0	0.0
Total Older people & Physical Disabilities	20,620	-142	-0.7

4. Balanced Score Card Older People and Physical Disabilities 2007/8 1st monitor

Customer Based Measures

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
Number of people over 65 receiving direct payments	53	47	39
Number of people 18-64 receiving direct payments	56	55	49
BV 54, C32 (PAF) – number of people aged 65+ whom authority helps to live at home, per 1,000 adults aged 65+	92.14	86.51	92
C29 (PAF): numbers of people (18-64) with physical/sensory impairments help to live at home	4.42	4.59	4.8
BV56 – D54 (PAF)% items of equipment and adaptations delivered with 7 working days	92.89	92.84	96
Number of people on warden call.	2,550	2400	2700
% of external calls answered in 20 seconds	92.14	93.98	94

Process Based Improvements

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
BV 195, D55 (PAF) - % people aged 65+ receiving assessment within specified time scale (2 days)	66.53	80.46	76.5
BV 196, D56 (PAF) % of new customers aged 65+ receiving package of care within specified time scale (28 days)	93.94	87.98	91
BV58 (PAF D39) %age of people receiving a statement of their need and how they will be met (all customer groups)	84.82	97.36	92
%age of adult users assessed and/or reviewed in the year that had ethnic origin missing or not stated	7	5.93	Less than 10%

Staffing Based Improvements*

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
Staff turnover	4.21%	15%	At a level comparable to other similar authorities
Average staff sick days per f.t.e.	4.49	17.8	At a level comparable to other similar authorities

* These are overall HASS figures as a detailed breakdown is not yet available

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Mental Health

Achievements

The following area should be noted.

- Successful planning for new Supported Housing development and retraction of the Supporting People funding that is used to support 22 Avenue
- Continued development of integrated Mental Health day services from Sycamore House
- Teams successfully prepared for the use of the new customer data information IT system (framework)
- We are exceeding our 07/08 target on :
 - i. the number of people helped to live at home
 - ii recorded ethnicity of people receiving a service
 - iii provision of statement of needs
- In addition a number of areas are showing improved performance on the same period last year:
 - i Services to Carers
 - ii reviews of services

Critical Success Factors (CSF)

23. The following are the CSF identified in the service plan and a comment on their current position

ESCR- electronic record keeping

This has been introduced with the new data base system. All new documents are being scanned into the data base in order to develop electronic records. Over time historic records will be scanned and files removed from offices for archiving. This plan is on target.

Development of Joint Health & Social care Mental Health Strategy

The development of the new Primary care Trust structure has been accompanied by two agreements to date between CYC, the pCT and North Yorkshire Council:

1. That there will be an agreed overarching Mental Health Commissioning Strategy in place with accompanying detail to reflect the separate needs of:
 - People of working age
 - Older people

- The different localities within York/North Yorkshire
- 2. The current Partnership agreement involving all three parties in the commissioning and provision of services in York and Selby will be revised to reflect the required commissioning and integrated service plans across the whole NYYPCT area.
- 3. The work on these will be completed by 2008.

Improve staff retention and workforce planning in terms of Approved Social Workers (ASWs) and Approved Mental Health professionals (AMHPs) from 1 April 2008

There has not been significant turnover of staff in this quarter. Changes include the following:

- Successful recruitment to ASW vacancy
- Current recruitment to Mental Health Housing Officer post
- Impending retirement of Rehabilitation and Recovery Service manager after 30 years. His replacement will be through the PCT recruitment process on a Section 31 finance transfer under the NHS Flexibilities Act

Implementation of Mental Capacity Act

The first phase of the Mental Capacity Act has successfully been implanted with the procurement & establishment of the Independent Advocacy service and the staff awareness training and specialised training required to implement the Act.

Prepare for the impending mental Health Act Amendment Bill

The Bill has only recently been given Royal warranty and guidance is expected to follow shortly. This will have significant implications for 2008 as the Bill is expected to be implemented from October 2008. There are clauses included in the Bill that cover the Deprivation of Liberty of people needing protection in Registered homes that will have significant implications when implemented.

Budget

The table below sets out the major variations.

MENTAL HEALTH	Budget £'000	Variation £'000	Variation %
Residential & nursing – projected underspend based on current customer levels remaining constant.	1261	-154	-12.2
Social Work Team – posts being held vacant and also difficulty in recruiting staff within certain teams.	413	-104	-25.1
Other budgets	536	0	0
Total Mental Health	2210	-258	-11.7

4. Balanced Score Card Mental Health 2007/8 1st monitor

Customer Based Measures

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
Number of people under 65 with MH problems receiving direct payments	0	1	1
number of people 18-64 with MH problems whom authority helps to live at home, per 1,000 adults Care managed	2.34	2.17	2.3
Customers receiving housing support with mental health problems	74	74	80
% of external calls answered in 20 seconds	94.35	95.37	95

Process Based Improvements

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
BV 195, D55 (PAF) - % under 65 with MH problems receiving assessment within specified time scale (2 days)	64.59	36.1	76.5
%age of adult users assessed and/or reviewed in the year that had ethnic origin missing or not stated	10.84	12.03	Less than 10%
BV58 (PAF D39) %age of people receiving a statement of their need and how they will be met (all customer groups)	91.45	93.68	92
%age of adult users assessed and/or reviewed in the year that had ethnic origin missing or not stated	7	5.93	Less than 10%

 Finance Based Improvement

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
Make required saving to absorb SP reduction risk	On target	N/a	30k

Staffing Based Improvements*

Measure	Q1 07/08	2006/07 Outturn	2007/08 Target
Staff turnover	4.21%	15%	At a level comparable to other similar authorities
Average staff sick days per f.t.e.	4.49	17.8	At a level comparable to other similar authorities

* These are overall HASS figures as a detailed breakdown is not yet available

Learning Disabilities

Achievements

1. The following area should be noted.
 - Teams successful use of the new customer data information IT system (framework)
 - We are exceeding our 07/08 target on:
 - i. the number of people helped to live at home
 - ii. %age of adult users assessed in the year that had ethnic origin missing or not stated
 - iii. The number of staff trained to NVQ2 or above
 - Stricter adherence to the application of eligibility criteria has continued.
 - Continued pursuance of income in both continuing care and Independent Living Fund has brought in further income to the teams budget.
 - A review of respite options for people with learning disabilities is progressing with plans for opening a day respite service at weekends due to come to fruition in October 07
 - Work is continuing on the next phase of re-provision and improvement of day services within the city, particularly with Yearsely Bridge centre.
 - We have begun work on a planned programme of “bringing people back home” from out of area where this is appropriate
 - Information on the annual staff survey shows an increase in satisfaction in a number of key areas- including the % of staff who are satisfied to work in the LD service and 92% of staff feeling they are achieving something useful.

Critical Success Factors (CSF)

2. The following are the CSF identified in the service plan and a comment on their current position

The discharge of in-patients from the long stay units in Health

Over 65% of people have been discharged from NHS inpatient care- with a plan in place for the remaining in-patients through the next 18 months-2 years. The last phase of closure is within the project plan timescales and outcomes.

To increase the number of people in work

There continues to be a modest rise in the number of people with a learning disability in work. This is both paid and voluntary employment situations.

Increase the number of people using individualised budgets or direct payments

This has risen to 22 people this quarter with a further 10 using individualised budgets (these are currently not counted as a performance target)

Review & improve financial management information systems

Regular monitoring of budgets and performance indicators with service managers in situ. Regular liaison with finance support in place. The tracking systems and monitoring arrangements within the team have improved significantly and we are able to track spending effectively.

Improve joint planning and working with key partners.

Work with the North Yorkshire and York Primary Care Trust in building relationships with new senior managers continues

Areas for Improvement

3. The following are identified as areas for improvement
- To continue to develop the way reviews are undertaken, based on a requirement to maintain numbers of reviews as one of the performance indicators – ongoing discussions with key stakeholders as to how this will be better put into place. We are concerned that due to the implementation of a new IT system the time taken to input data on reviews is longer this will have an impact on the review figures adherence to target.
 - Continued monitoring of financial pressures. The figures below represent the expected effect of real demographic changes of the learning disability population, with higher number of younger people coming into the system. In order to try and mitigate the spend, we are concentrating on attracting income where possible from other sources, such as Independent Living fund and Continuing Health Care monies.
 - Further work is required to improve a range of home based respite services. Preliminary work has begun on this with a range of different options being costed and reviewed as mentioned above.

Budget

The table below sets out the major variations

LEARNING DISABILITIES	Budget £'000	Variation £'000	Variation %
Community Support – an increase in the number of customers with more complex care needs receiving intensive support in their own homes. Also, not all customers affected by combining of New Horizons and Community Base have been absorbed within in house services and the associated costs of providing replacement services is met from this budget.	445	+526	+118.2

LEARNING DISABILITIES (continued)	Budget £'000	Variation £'000	Variation %
Residential & nursing – mainly due to the recovery of additional income.	4230	-57	-1.3
Direct Payments – overspend due to increased take up of direct payments above the level budgeted for.	140	+19	+13.6
Transportation of clients – continued overspend from previous year. Work is ongoing to bring the costs back within the approved budget.	122	+56	+45.9
Individual Day Services – due to a reduction in income received.	65	+69	+106.2
Flaxman Avenue – due to increased costs for covering maternity leave.	273	+17	+6.2
Pine Trees – due to use of agency staff to cover long-term sickness absence.	232	+23	+9.9
Yearsley Bridge – underspend mainly due to staff vacancies.	763	-13	-1.7
Other budgets	2748	0	0
Total Learning Disabilities	9018	+640	+7.1

Balanced Score Card Learning Disabilities 2007/8 1st monitor

Customer Based Measures

Measure	Q1 07/08	2006/07 outturn	2007/08 target
C30 - Adults with learning disabilities helped to live at home	3.35	2.3	2.5
BV 201, D56 (PAF) number of people receiving direct payments - change of definition in 2005/	22	14	15
Process Based Improvements			
Measure	Q1 07/08	2006/07 outturn	2007/08 target
%age of adult users assessed in the year that had ethnic origin missing or not stated	0%	Less than 10%	Less than 10%
BV58 (PAF D39) %age of people receiving a statement of their need and how they will be met	91%	94.97%	95%
D40 (PAF) %age of people aged 18 - 64 receiving an annual review or re-assessment	25%	70%	80%

Finance Based Improvement			
Measure	Q1 07/08	2006/07 outturn	2007/08 target
Decrease the unit weekly cost of Flaxman respite service	End of year Figure	1819.88	1640.57
Staffing Based Improvements *			
Measure	Q1 07/08	2006/07 outturn	2007/08 target
Staff turnover	4.21%	15%	At a level comparable to other similar authorities
Average staff sick days per f.t.e.	4.49	17.8	At a level comparable to other similar authorities

* These are overall HASS figures as a detailed breakdown is not yet available



HASS32

**Meeting of the Executive Members for
Housing and Adult Social Services and
Advisory Panel**

10 September 2007

Report of the Director of Housing and Adult Services

**Housing and Adult Social Services Capital Programme 2007/08
Monitor 1****Summary**

1. This report presents the first quarter review of the 2007/08 Housing and Social Services Capital Programmes and the resources available to support them. The report also recommends that the Executive Members approve the variations.

Background

2. The approved Housing Capital Programme for 2007/08 is £9,131k with £4,685k funded through the MRA. The approved Social Services Capital Programme for 2007/08 is £221k. Annexes 1 and 2 set out the programmes in detail.
3. Officers have reviewed the programme of investment projects during the first quarter of 2007/08 and the resources needed to fund them. Any minor variations have been agreed within delegated powers.

Consultation

4. There has been no consultation carried out to produce this report.

Housing Capital Programme**Modernisation of Local Authority Homes (Capital Scheme)**

5. There have been minor variations resulting in a projected increase in expenditure of £24k, this is made up of increases of £22k in window replacement and £2k in Sheds & Garages.

Table 1. Repairs to Local Authority Properties,

Scheme	Approved Budget 2007/08 £000k	Revised Costs 2007/08 £000k	(Under)/Over spend 2007/08 £000k
Installation and Replacement of Heating Systems	1,481	1,712	231

6. There is a major variation resulting in a projected increase in expenditure of £231k within the Installation and Replacement of Heating Systems project. This is as a result of large numbers of predominantly old back boiler units failing their annual gas service. These boilers are due for replacement within the current 4 year capital programme and hence this work is not additional to the programme but is simply being brought forward into a larger 2007/08 project. A number of additional operational processes have been brought into place to monitor and manage this process.

Assistance to Older & Disabled People

7. There has been a minor variation resulting in a projected increase in expenditure of £10k on the Council Adaptations project.

Housing Grants & Associated Investment

8. There has been minor variations resulting in a projected increase in expenditure of £48k, this is made up of increases of £8k on Mandatory Disabled Facilities Grants and £2k on the York Repair Grant and a projected decrease in expenditure of £2k on Decent Homes Grants. A new £40k security grant has been established and funded from within existing grant income.

Table 2. Modernisation of Local Authority Homes (MRA Scheme),

Scheme	Approved Budget 2007/08 £k	Revised Costs 2007/08 £k	(Under)/Over spend 2007/08 £k
Tang Hall	2,244	2,070	(174)
Clifton	98	272	174
Total	2,342	2,342	0

9. There were 23 properties on Dodsworth Avenue that had been included in the Tang Hall programme to receive partial TC works due to the age of their electrical wiring and boilers. Upon survey it became clear that the good condition of the wiring and boilers meant that the properties did not fail decent homes (elements must be old and in poor condition). Under the York Standard of whole house modernisation at this point should the wiring and heating have been modernised the kitchen and bathroom's were not of an

age to warrant works and these customers would have had to be revisited and disturbed again for another future modernisation.

10. It is therefore recommended that the properties in Dodsworth Avenue are monitored over time to a point where whole house modernisation is considered appropriate in order to reduce unnecessary works and disruption. This would result in a reduction in expenditure of £174k on the Tang Hall project. The 6 customers who were visited regarding potential works have been informed of this, the remaining 17 customers had not been informed of any potential works.
11. To ensure that the approved levels of expenditure are achieved it is proposed to increase the Clifton project by £174k and bring forward the modernisation of Skelton Court by 1 year from the 2008/09 address list.
12. There has also been a minor variation resulting in a projected decrease in expenditure of £29k on the Nether Poppleton Tenants Choice project due to reduced average unit cost.

Product Specification

13. As part of Housing Services ongoing commitment to continuous improvement, officers have undertaken a review exercise of the specifications of central heating boilers on the programme. The outcome of this is a recommendation to use a high quality Combination Boiler for all dwellings as opposed to the current mix of Combination and Conventional boilers.
14. There are a number of benefits from this proposed change for both the authority and the customer. From a customer perspective they will have hot water 24 hour a day, increased storage space as a result of the removal of cylinders/tanks, reduced disruption during installation and simple operation. Calculations also suggest that the installation of a combination boiler rather than a conventional boiler reduces fuel bills on average by £15 per year.
15. From the authorities perspective, the cost of installation reduces, installation is easier and quicker and creating conformity of appliances will result in better maintenance and servicing. Evidence from manufacturers also suggests fewer breakdown faults recorded for the combination boiler.
16. There are also a number of environmental benefits from moving to combination boilers. Calculations suggest a 0.2 tonne reduction in carbon dioxide emissions per boiler per annum. In this financial just over 1000 central heating boilers will be replaced resulting in an overall reduction in carbon emissions of 213 tonnes per annum on a recurring basis, almost 3200 tonnes over the average life span of the boilers. This will obviously increase year on year as more boilers are replaced. Whilst this is only a small reduction in carbon emissions it signals Housing Services' commitment to reducing carbon emissions and will support the councils commitment to reduce its carbon emissions by 25% in the next five years.

17. The financial value of this change has been factored into the returns provided within this report.

Miscellaneous

18. It is proposed to use the £38,000 currently available from commuted sums to support a scheme with Home Housing Association to provide two additional social rented units through a purchase and repair scheme. This funding is too small an amount for us to do anything meaningful with, in terms of providing extra affordable homes. Consequently, this provides an excellent opportunity to gain extra social rented homes for which we have a very significant need as highlighted in the recently published Housing Market Assessment. If we do not use the additional £38,000 to put to this scheme Home Housing will only be able to provide one affordable home.

Social Services Capital Programme

19. A number of new schemes are included on the Social Services Capital Programme, all of which are fully funded from grant or other government funding. An outline of these schemes is provided in Table 3 below.
20. The only other variation to report is the increase in the cost of the work at Morrell House by £20k as a result of approved variations.

Table 3. Social Services

Scheme	Estimated Expenditure 2007/08 £'000
Improving Information Management – This grant is received from the Department of Health and can only be used to meet capital expenditure, in connection with the improvement to the quality of social care services, through better use of information and information technology, eg Frameworki, SAP and mobile technology.	91
Improving the Care Home Environment for Older People – This grant has been received from the Department of Health to enhance the physical environment in care homes registered to provide nursing or personal care where the majority of places are for older people.	220
22 The Avenue Improvements – This funding is ring fenced to Mental Health services and it is proposed that this is used to bring bathroom, toilets and kitchen facilities up to an acceptable standard and to create disabled access within the building.	94
Total	405

Corporate Objectives

21. The Capital Programme contributes to the Corporate Aims of meeting and exceeding the Government's Decent Homes Standard by 2010 as well as improving the health, well-being and independence of York residents through grants, adaptations and independent living. The proposed changes to product specification supports the councils commitment to reducing its carbon emission by 25% in the next five years.

Implications

Financial

22. The outcome of the minor variations agreed within officer's delegated authority and the variations outlined in this report result in a £322k increase in the Housing Programme and an increase of £20k in the Social Services Capital Programme. The revised Housing Capital Programme for 07/08 will stand at £9,453k with £4,656k funded through the MRA. The revised Social Services Capital Programme for 2007/08 will stand at £646k gross of which £94k is funded by Supported Capital Expenditure (Government funding) and £311k is funded by capital grant resulting in a net Capital Programme of £241k.
23. Whilst Right to Buy sales continue to fall, the average price is increasing. The net result is that the level of capital receipts available to fund the programme is on target to be achieved in this financial year. The current estimate is that 35 sales will complete at an average price (after discount) of £72k.
24. There are no Human Resources (HR), Equalities, Legal, Crime and Disorder, Information Technology (IT), Property or Other Implications.

Risk Management

25. This reports follows the due process and presents the current outturn position and does not request decisions from a number of options hence does not contain risk.

Recommendations

26. That the Advisory Panel advise the Executive Members to
 - Note progress made on schemes
 - Approve the variations listed in tables 1 and 2
 - refer the schemes in table 3 and paragraph 19 to the Executive for approval

- note minor variations made under officers delegated authority and the officer specification recommendation of paragraph 13

Reason: To update the Members of the first quarter review of the Housing and Social Services Capital Programmes.

Contact Details

Author:

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Chief Officer Responsible for the report:

Steve Waddington
Head of Housing Services

Report Approved

Date 17th August 07

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Annexes

Annex 1 – Housing Capital Programme 2007/08
Annex 2 – Social Services Capital Programme 2007/08.

HOUSING CAPITAL PROGRAMME 2007/08 TO 2010/2011

			COST CENTRE	START YEAR	RO	TOTAL UNITS	IN YEAR UNITS	REVISED IN YEAR UNITS	TOTAL SCHEME COST £'000	EXP TO 31/03/07 £'000	PROFILED EXPENDITURE 27/07/07 £'000	EXP TO 27/07/07 £'000	COMMITMENTS 27/07/07 £'000	TOTAL SPEND £'000	BAL OF ESTIMATE £'000	LATEST ESTIMATE 2007/2008 £'000	LATEST ESTIMATE 2008/2009 £'000	LATEST ESTIMATE 2009/2010 £'000	LATEST ESTIMATE 2010/2011 £'000
CAPITAL SCHEME DETAILS																			
A MODERNISATION OF LOCAL AUTHORITY HOMES																			
1 Safety and Security																			
	a)	Communal Entrance Security Doors	F777	04/05	MH	154	37		184	37	50	0	16	16	44	60	25	33	29
	b)	Scooter Stores at Sheltered Schemes	F702	05/06	MH	3	3		123	15	12	4	11	15	93	108	0	0	0
	c)	Burglar Alarms	F704	05/06	MH	189	43		90	16	5	0	0	0	16	16	18	19	21
	d)	Window Replacement	F705	05/06	MH				94	72	0	1	21	22	0	22	0	0	0
	e)	Sheds & Garages	F786	04/05	MH	183	42		125	17	12	25	0	25	0	25	23	27	33
	f)	Asbestos	F735	06/07	MH				148	0	11	5	1	6	29	35	36	38	39
	g)	Demolitions	F790	06/07	MH				24	14	3	5	0	5	5	10	0	0	0
									788	171	93	40	49	89	187	276	102	117	122
B REPAIRS TO LOCAL AUTHORITY PROPERTIES																			
	3	Re-roofing Works	F771	RP	MH	596	149		2,653	455	0	0	86	86	435	521	540	559	578
	4	Structural works	F701	07/08	MH	43	10		275	0	22	0	0	0	65	65	67	71	72
	5	Installation and Replacement of Heating Systems	F772	RP	MH	1,947	444		6,192	1,453	494	369	45	414	790	1,204	1,113	1,121	1,301
	6	Insulation	F734	07/08	MH	248	62		112	0	0	0	0	0	26	26	28	29	29
	7	Communal Access Flooring	F782	04/05	MH	825	250		457	67	43	1	13	14	86	100	98	81	111
	8	Internal Communal Security Lighting	F787	04/05	MH	828	250		400	105	30	0	0	0	70	70	83	64	78
	9	External Communal Areas	F727	06/07	MH				216	49	17	9	12	21	19	40	46	38	43
	10	Stairlifts	F716	07/08	MH	11	5		59	0	10	0	4	4	25	29	30	0	0
	11	Non trades feasibility	F739	07/08	MH	0			15	0	0	0	0	0	15	15	0	0	0
	12	Re-rendering	TBA	09/10	MH	110	50		480	0	0	0	0	0	0	0	214		266
									10,859	2,129	616	379	160	539	1,531	2,070	2,005	2,177	2,478
C ASSISTANCE TO OLDER & DISABLED PEOPLE																			
13 Adaptations for the Disabled																			
		Council Adaptions	F760	RP	RA			550	1,250	240	83	22	51	73	187	260	250	250	250
		Discus Bungalows	F761	06/07	RA				157	10	40	0	0	0	120	120	27	0	0
	14	Occupational Therapy Capitalised Salaries - Community Services	F736	RP	AT				369	73	24	18	0	18	53	71	73	75	75
									1,776	323	147	40	51	91	360	451	350	325	325
D HOUSING GRANTS & ASSOCIATED INVESTMENT																			
15 Grants																			
	a)	Mandatory DFG	E702	RP	RA			110	3,080	652	202	191	20	211	402	613	605	605	605
	b)	York Repair Grant	E720	RP	RA			140	2,507	565	162	202	247	449	38	487	485	485	485
	c)	Landlords Housing Grant	E713	RP	RA			4	340	20	27	0	40	40	40	80	80	80	80
	d)	Decent Homes Grants	E707	04/05	RA			60	341	55	24	8	29	37	33	70	72	72	72
	e)	Capitalised Salaries - Community Services	E714	RP	RA				395	83	26	20	0	20	58	78	78	78	78
	f)	Energy Efficiency Grant	E701	06/07	RA			150	547	107	37	0	0	0	110	110	110	110	110
	g)	Security Grant	E712		RA			40	160	0	0	0	0	0	40	40	40	40	40
									7,370	1,482	478	421	336	757	721	1,478	1,470	1,470	1,470
E MISCELLANEOUS																			
	16	Homeless Hostel	E730	04/05	TS				426	139	57	0	90	90	197	287	0	0	0
	17	Travellers	E703	06/07	BW				402	205	113	48	0	48	149	197	0	0	0
	18	Contribution to Affordable Housing	E733	07/08	DJ				38	0	0	0	0	0	38	38	0	0	0
									866	344	170	48	90	138	384	522	0	0	0
									21,659	4,449	1,504	928	686	1,614	3,183	4,797	3,927	4,089	4,397

HOUSING CAPITAL PROGRAMME 2007/08 TO 2010/2011

	COST CENTRE	START YEAR	RO	TOTAL UNITS	IN YEAR UNITS	REVISED IN YEAR UNITS	TOTAL SCHEME COST £'000	EXP TO 31/03/07 £'000	PROFILED EXPENDITURE 27/07/07 £'000	EXP TO 27/07/07 £'000	COMMITMENTS 27/07/07 £'000	TOTAL SPEND £'000	BAL OF ESTIMATE £'000	LATEST ESTIMATE 2007/2008 £'000	LATEST ESTIMATE 2008/2009 £'000	LATEST ESTIMATE 2009/2010 £'000	LATEST ESTIMATE 2010/2011 £'000
A MODERNISATION OF LOCAL AUTHORITY HOMES																	
1 Tenants Choice Modernisation																	
a)	Miscellaneous Backfills	F700	RP	MH	500	125	4,956	156	380	-60	6	-54	1,193	1,139	1,179	1,220	1,262
b)	Capitalised Salaries - Housing	F793	RP	MH			1,606	294	105	75	0	75	240	315	324	332	341
c)	Tang Hall	F765	RP	MH	566	237	7,958	2,287	748	587	14	601	1,469	2,070	2,416	1,185	0
d)	Horsman Avenue	TBA	08/09	MH	0	21	237	0	0	0	0	0	0	0	237	0	0
e)	Clifton	F732	06/07	MH	82	8	1,335	338	0	-253	2	-251	523	272	0	0	725
f)	Askham Richard	TBA	08/09	MH	25		25	0	0	0	0	0	0	0	25	0	0
g)	Nether Poppleton	F740	07/08	MH	20	20	146	0	175	138	1	139	7	146	0	0	0
h)	Miscellaneous	TBA	09/10	MH	51		527	0	0	0	0	0	0	0	0	527	0
i)	Walmgate	F741	07/08	MH	21	21	190	0	0	0	1	1	189	190	0	0	0
j)	Acomb	TBA	09/10	MH	57		739	0	0	0	0	0	0	0	0	59	680
k)	Villages	TBA	09/10	MH	30		319	0	0	0	0	0	0	0	0	319	0
l)	Clementhorpe	TBA	09/10	MH	43		461	0	0	0	0	0	0	0	0	461	0
m)	Holgate	TBA	09/10	MH	22		252	0	0	0	0	0	0	0	0	252	0
n)	City	TBA	10/11	MH	26		353	0	0	0	0	0	0	0	0	0	353
o)	Lowfield	TBA	10/11	MH	135		1,226	0	0	0	0	0	0	0	0	0	1,226
p)	Delwood	F730	06/07	MH			329	329	0	22	0	22	-22	0	0	0	0
							20,659	3,404	1,408	509	24	533	3,599	4,132	4,181	4,355	4,587
2 Other Modernisation																	
a)	Kitchens	F769	04/05	MH	20	5	0	116	49	5	0	0	16	16	16	17	18
b)	Installation and Replacement of Heating Systems	F772	RP	MH	753	231	0	1,735	0	0	0	0	508	508	420	466	341
							1,851	49	5	0	0	0	524	524	436	483	359
TOTAL MAJOR REPAIRS ALLOWANCE SCHEMES							22,510	3,453	1,413	509	24	533	4,123	4,656	4,617	4,838	4,946
GRAND TOTAL CAPITAL & MRA							44,169	7,902	2,917	1,437	710	2,147	7,306	9,453	8,544	8,927	9,343
HOUSING ASSOCIATION SCHEMES																	
1 Arclight Capital																	
	Arclight Capital	E732	05/06	DJ			0	0	0	102	0	102	-102	0	0	0	0
							0	0	0	102	0	102	-102	0	0	0	0
							0	0	0	102	0	102	-102	0	0	0	0

CAPITAL SCHEME DETAILS		COST CENTRE	START YEAR	RESP. OFFICER	REVISED IN YEAR UNITS	TOTAL SCHEME COST £'000	EXP TO 31/03/07 £'000	PROFILED EXP 27/07/07 £'000	TOTAL EXP 27/07/07 £'000	COMMITMENTS 27/07/07 £'000	TOTAL SPEND £'000	BALANCE OF ESTIMATE	2007/08 £'000	2008/09 £'000	2009/10 £'000
1	Community Equipment Loan Service (committed)	W746													
a)	Purchase of Equipment		RP	SL	35	355	85	30	19	0	19	71	90	90	90
b)	Capitalised Salaries					60	15	5	4	0	4	11	15	15	15
	Total cost of scheme					415	100	35	23	0	23	82	105	105	105
2	Modernising EPH's to meet national standards (committed)	W751													
a)	Oliver House		04/05	TS	1	20	20	0	0	0	0	0	0	0	0
b)	Windsor House		04/05	TS	1	305	298	2	-6	6	0	7	7	0	0
c)	Capitalised Salaries					0	0	0	0	0	0	0	0	0	0
	Less resources					-100	-100	0	0	0	0	0	0	0	0
	Total cost of scheme					225	218	2	-6	6	0	7	7	0	0
3	Morrell House (committed)	W762													
a)	Snagging and Repairs		04/05	TS	1	60	40	0	-14	0	-14	34	20	0	0
	Total cost of scheme					60	40	0	-14	0	-14	34	20	0	0
4	Relocation of Hebden Rise Day Centre	W756													
a)	Building Contract		04/05	TS	1	7	-2	3	-2	4	2	7	9	0	0
b)	Fixtures and Fittings and Misc		04/05	TS	1	0	0	0	0	0	0	0	0	0	0
	Total cost of scheme					7	-2	3	-2	4	2	7	9	0	0
5	Information Management Improvements (committed)	W760													
a)	Personal Computers		05/06	PW	150	198	107	0	0	0	0	91	91	0	0
	Less Resources (Capital Grant)					-198	-107	0	0	0	0	-91	-91	0	0
	Total cost of scheme					0	0	0	0	0	0	0	0	0	0
6 a)	Disability Support Programme	W761	RP	RA	130	401	101	33	26	50	76	24	100	100	100
	Total cost of scheme					401	101	33	26	50	76	24	100	100	100
7	DOH Grant Improving the Care Home Environment for Older People														
a)	External Providers	W764	07/08	DM		160	0	53	19	0	19	141	160	0	0
	DOH Grant		07/08	DM		-160	0	-160	-160	0	-160	0	-160	0	0
b)	Haxby Hall	W765	07/08	MB		6	0	2	0	0	0	6	6	0	0
	DOH Grant		07/08	MB		-6	0	-6	-6	0	-6	0	-6	0	0
c)	Oliver House	W766	07/08	MB		5	0	2	0	0	0	5	5	0	0
	DOH Grant		07/08	MB		-5	0	-5	-5	0	-5	0	-5	0	0
d)	Woolnough House	W767	07/08	MB		20	0	7	0	0	0	20	20	0	0
	DOH Grant		07/08	MB		-20	0	-20	-20	0	-20	0	-20	0	0
e)	Windsor House	W768	07/08	MB		5	0	2	0	0	0	5	5	0	0
	DOH Grant		07/08	MB		-5	0	-5	-5	0	-5	0	-5	0	0
f)	Willow House	W769	07/08	MB		24	0	8	0	0	0	24	24	0	0
	DOH Grant		07/08	MB		-24	0	-24	-24	0	-24	0	-24	0	0
						0	0	-146	-201	0	-201	201	0	0	0
8	22 The Avenue Improvements	W770	07/08	TS		94	0	0	0	0	0	94	94	0	0
	Less Resources (DOH Grant)					-94	0	0	0	0	0	-94	-94	0	0
						0	0	0	0	0	0	0	0	0	0
TOTAL SOCIAL SERVICES CAPITAL PROGRAMME						1,108	457	-73	-174	60	-114	355	241	205	205
TOTAL SOCIAL SERVICES CAPITAL PROGRAMME: GROSS EXPENDITURE						1,720	664	147	46	60	106	540	646	205	205
: INCOME						-612	-207	-220	-220	0	-220	-185	-405	0	0
: NET (AS ABOVE)						1,108	457	-73	-174	60	-114	355	241	205	205

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Meeting of the Executive Members for Housing and Adult Social Services and 10 September 2007 Advisory Panel

Housing Green Paper and the Eco-Towns Prospectus

Summary

1. This report outlines the key ideas and proposals contained within the Government's recently published Housing Green Paper and Eco-towns Prospectus and provides some initial thoughts on the implications and opportunities presented for York. Government is seeking views on the Green Paper by 15 October 2007.
2. The report seeks EMAP approval for officers to prepare and submit a formal response to the Green Paper by the deadline date under delegated powers, though in close consultation with lead members (the next available Housing and Adult Services EMAP being *after* the 15 October deadline). The response would be jointly prepared between Housing, City Strategy and Economic Development Unit.

Background

3. On 23 July 2007 the government published a Housing Green Paper¹ entitled *Homes for the future: more affordable, more sustainable*. The Green Paper sets out current government policy to increase the supply of housing, to provide well designed and greener homes supported by appropriate infrastructure and to provide more affordable homes to buy or rent.
4. Some of the planned approaches detailed in the Green Paper had been announced before its publication but many others are new. Government has indicated its intention to consult on these new approaches.
5. The government also published the *Eco-towns Prospectus* alongside the Green Paper. This set out plans to support the development of around five new towns of between 5-20,000 homes each. These new towns would exploit the potential to create complete new settlements to achieve zero carbon developments and more sustainable living using the best new design and architecture.

¹ A green paper is a tentative government report or proposal without any commitment to action; the first step to changing the law. Green papers may result in the production of a white paper.

Housing Green Paper

More homes to meet the growing demand

6. The government recognises the need for even higher levels of new housing, including affordable housing, to meet the rising demand from an ageing, growing population. Nationally the number of new households is projected to rise by 233,000 per year.
7. The Paper sets out targets to deliver 2 million homes by 2016 and 3 million homes by 2020. This will require an increase in the number of additional homes to 240,000 by 2016, which will include building in northern and rural areas. It seeks to support more low carbon developments.
8. The government is proposing to take action in a number of areas to achieve its ambitions. Some of the main ways in which it will seek to increase housing supply includes:
 - Establishing a new round of Growth Points with the aim of delivering an additional 50,000 homes – in addition to the 100,000 new homes already planned in 29 existing Growth Points². For the first time areas in the north of England will be eligible to apply.
 - Inviting bids for at least 5 new eco-towns, in *addition* to those already planned, each delivering 5,000 – 20,000 homes. These will include carbon neutral development, and integrated services and transport. A prospectus detailing these proposals has been published alongside the Green Paper (see Annex 1 for more details of the Eco-towns Prospectus).
 - Releasing public sector land to build new homes.
 - Access to £300million through the Community Infrastructure Fund available for Growth Areas, New Growth Points and eco-towns.
 - Piloting 14 Community Land Trusts in rural and urban areas
 - Setting new measures to ensure more social and shared ownership homes are built in rural areas and a target for delivery of affordable housing over the period 2008-11.
9. If proposals are implemented there will be a programme of revisions to Regional Spatial Strategies (RSSs) to accommodate the new homes and ensure that the New Growth Points and eco-towns are handled properly through the planning system. The Government expects that all such reviews will be completed by 2011. Changes to regional strategies in future will set

² The Government invited local authorities in the South, South East, South West, East Midlands and West Midlands to submit growth proposals. In October 2006 twenty nine of these bids were selected as New Growth Points.

out to integrate economic development, housing and infrastructure more effectively. This process will be led by the Regional Development Agencies (RDAs).

10. Local authorities that allocate sufficient sites for development and deliver high levels of housing will be rewarded financially. The government proposes a new Housing and Planning Delivery Grant (HPDG) that will direct extra resources to councils delivering higher levels of housing and those that have identified at least 5 years worth of sites ready for development. This new grant will replace the current Planning Delivery Grant and the housing supply element will be targeted at the areas where housing growth is a priority.
11. Local councils will have to identify enough land to deliver the homes needed in their area over the next 5-15 years by rapidly implementing new planning policy for housing (PPS3) and new guidance will be published showing how councils can find the land they need³. Where councils have not identified enough land planning inspectors will be more likely to overturn their decisions and give housing applications the go ahead on appeal.
12. Additional sites of surplus public sector land have been identified and the Register of Surplus Public Sector Land will be extended to include all central government departments. The target for homes built on surplus public sector land has been increased from 130,000 to 200,000 by 2016, including potentially 60,000 on surplus land held by local authorities.
13. The government will continue with the national target that over 60% of homes should be built on brownfield land and every region and local authority will be expected to set their own target for brownfield land use.
14. The Green Paper restates the government's commitment to the principles of the Green Belt and says no fundamental changes to Green Belt policy, as set out in Planning Policy Guidance Note 2, will be made.

Creating places and homes that people want to live in

15. As well as an emphasis on more homes the Green Paper also sets out how the Government will support the delivery of better homes, designed to high standards with good design and low environmental impact with good local facilities. New settlements should provide good local infrastructure, transport, schools and healthcare.
16. Government will provide infrastructure funding for Growth Areas, New Growth Points and eco-towns via the £300million Community Infrastructure Fund. Government believes that even more infrastructure funding could be drawn from value uplift that the planning system generates and proposes a Planning

³ Government has recently published guidance to show how to draw up Strategic Housing Land Availability Assessments in line with Planning Policy Statement 3. Central Government holds surplus land with the potential for up to 100,000 new homes and local authorities hold surplus land able to accommodate a further 60,000.

Gain Supplement (PGS) Bill to ensure that local communities benefit from new developments. PGS would not be introduced earlier than 2009.

17. The government wants to tackle 'land-banking' and will consult on ways to strengthen the requirement on developers to commence development or lose planning permission, and what more can be done to develop a consistent approach to the disclosure of land holdings.
18. New planning policy for housing outlines the government's aim of encouraging and supporting well designed, good quality homes that reflect the varied needs of local communities. For example, Planning Policy Statement 3: Housing (PPS3) already places an emphasis on family homes and a *National Strategy for Housing in an Ageing Society*, due to be published in the Autumn, will ensure that housing growth responds to the needs of an ageing population. The government is currently consulting on whether its *Code for Sustainable Homes* should in future require builders to adopt Lifetime Homes Standards.
19. The government hopes that by improving the options for older people to downsize it may increase the health and independence for older people and also increase the supply of larger homes to meet the needs of younger families.
20. The government is aiming for all new homes to be zero carbon from 2016 and will strengthen building regulations to help achieve this. It will also set new minimum standards for water use. Government will be consulting on a mandatory rating of all new homes against the *Code for Sustainable Homes*.

Making housing more affordable

21. The Green Paper also proposes measures that will help make housing more affordable. It includes a commitment to build at least 70,000 affordable homes a year by 2010-2011, of which 45,000 will be social rented housing doubling the amount built each year compared with 2004.
22. It is intended that there will be a big increase in direct government investment in social housing through the Housing Corporation and the new homes agency (currently being consulted upon as 'Communities England') with many of the new homes provided by housing associations. The government has announced £8billion investment from the Comprehensive Spending Review for 2008 to 2010-11, representing a £3billion increase over the current spending period.
23. The government is keen to exploit what it sees as unused 'financial capacity' within the housing association sector. The allocations process for grant funding will be reformed to incentivise higher borrowing by associations.
24. The private sector will continue to be able to bid for Housing Corporation social housing grant (SHG). The Private Finance Initiative (PFI) is also seen as a resourcing model to be explored.

25. There are also opportunities for local authorities to play a more direct role in building new homes, particularly where this offers value for money.
- Specially established local authority companies (i.e. Special Venture Vehicles) and Arms Length Management Organisations (ALMOs) will be able to bid for social housing grant (SHG). An extra pre-qualification round for bidding will be held next year so that council-backed vehicles, including 2 star ALMOs, have the opportunity to bid.
 - Any new build properties funded through SHG will be held outside of the Housing Revenue Account (HRA) so the full value of rents and sale proceeds are retained by the council, provided this is re-invested in affordable housing.
 - Councils are only expected to undertake direct development where it offers better value for money than other options
 - It is implicit that any extra borrowing alongside the SHG will remain as public borrowing.
 - Local authorities are also being expected to work with a range of partners to deliver more mixed communities and secure change in deprived areas.
26. Government is inviting further comments on the potential and practicalities of making changes so that local authorities building without grant funding could keep the income and capital returns from new homes. They are also consulting on how the PFI can be taken forward.
27. On reforming the HRA, the government is still reviewing the self-financing pilots which have been under consideration for the past 12 months. They will also look into a possible longer-term reform of the HRA system⁴.
28. The government is keen to increase choice for those aspiring to home ownership by expanding the range of low cost home ownership products. It proposes ways of making mortgages more affordable and more stable over the long term (i.e. longer fixed rates). It also wants to see better use of Section 106 sites, particularly in rural areas and increased supply of homes without grant on surplus public sector land, led by programme of new local housing companies created by local authorities.

⁴ Self financing would allow selected councils, in effect, to leave the HRA subsidy system. Self financing authorities would have a one-off adjustment to their HRA based on the net present value of anticipated future payments into or out of the HRA subsidy system. The councils would then retain the full rental incomes from new build properties. Modelling work over the last year with a group of councils shows potentially significant benefits from more long term planning and more active asset management, with scope to lever in more private sector investment to support increased supply.

Potential implications and opportunities for York

29. The extension of the Growth Points programme to include the north of England represents a welcome recognition of growth and demand across the country. In York, demand for housing far outstrips current supply, helping drive average prices to over eight times average incomes. The 2007 York Strategic Housing Market Assessment found that York needed an additional 982 homes per year (both open market and affordable) over the next five years to achieve a balanced housing market. It concluded that the latent level of demand for market housing is substantial and the need for affordable housing higher than almost any city on the north of England.
30. The New Growth Point programme clearly presents new opportunities for those wishing to pursue higher levels of housing growth. A York Growth Point would require the city to take substantially more housing than previously planned and agreed through the RSS. The benefits of more housing would need to be considered against established policies and objectives in the city and surrounding rural areas to protect the historic and natural environment. New Growth Points are not necessarily incompatible with historic towns and cities - it is about balancing growth and ensuring it is of the right quality and in the right locations, a number of historic cities - Cambridge, Oxford, Worcester and Lincoln are already existing Growth Points.
31. Similarly, the Eco-town Prospectus presents a range a new opportunities to those with an appropriate surplus public sector or brownfield site distinct from existing urban settlement and capable of accommodating between 5,000-20,000 homes. Whilst no doubt an exciting opportunity, the options available to York are perhaps more limited than those presented by the New Growth Point programme. Even so, many of the principles set out in the Prospectus could still be applied to future developments in the city.
32. The government has requested submission of expressions of interest for New Growth Points and Eco towns by the end of October 2007⁵. However, key questions about appropriate levels of housing and economic growth for York are still being addressed within the Local Development Framework (LDF) Core Strategy consultation and Community Strategy review process throughout September/October.
33. Discussions have recently taken place within the Leeds City Region (LCR) group⁶ concerning New Growth Points and Eco towns. LCR Chief Executives have been consulted on the scope to develop a city-region approach, and on plans to commission consultants to prepare the basis of such a proposal. It is understood that several local authorities within the LCR have already

⁵ Notification of this deadline was sent in a letter dated 2 August 2007 from CLG to all planning authority chief executives.

⁶ Leeds City Region comprises the 10 local authority districts of Barnsley, Bradford, Calderdale, Craven, Harrogate, Kirklees, Leeds, Selby, Wakefield, and York. It was set up in 2004, and since then has been working to look at how policy and delivery at this broad area level can be changed to improve economic growth and competitiveness.

signalled their interest in taking part in the New Growth Point initiative. Proposals emerging from this work will be considered in more detail at the LCR Leaders Board on 8 October, leaving time for submission of expressions of interest by the deadline date.

34. The identification and release of surplus public sector land for housing where the geographical location is appropriate will clearly help those areas where land supply is limited and should also help deliver a higher number of affordable homes. However, the benefits to York may be limited at this present time – the latest Register of Surplus Public Sector Land (June 2007) published by English Partnerships shows only one entry for York, a 0.10 hectare site belonging to York and Selby Primary Care Trust. City of York Council is currently undertaking a Strategic Housing Land Availability Assessment and Employment Land Review due for completion by the end of September. The government is also undertaking a further review of surplus land held by government departments and organisations.
35. New measures to discourage private sector builders from land banking are to be especially welcomed. There are approximately 225,000 outstanding permissions throughout England at present and around 3,400 in York. This only serves to maintain and increase new build house prices.
36. The government's proposal to support the pilot of up to fourteen Community Land Trusts⁷ (CLTs) should provide an opportunity for valuable evidence-based learning for an approach that has yet to be fully tested in the UK. Current knowledge and awareness of CLTs is limited, though the model is now being promoted more widely by government and rural housing agencies. The recently published Quirk Review entitled *Making Assets Work*⁸ pointed to the positive outcomes that can be achieved through community ownership and management of assets and the role local authorities can play in facilitating this. Further information regarding community land trust can be obtained from the York Rural Housing Enabler⁹.
37. The York Strategic Housing Market Assessment 2007 found that there were an estimated 30,402 under-occupied dwellings in York, representing just over 37% of total housing stock. The largest houses show the highest proportion of under-occupation and the most likely types of households to be under-occupied are multiple pensioner households (60.1%) or households containing two adults and no children (40.0%). Measures to encourage

⁷ **A Community Land Trust (CLT) is a mechanism for democratic ownership of land by the local community. Land is taken out of the market and separated from its productive use so that the impact of land appreciation is removed, thereby enabling long-term affordable and sustainable local development. The value of public investment, philanthropic gifts, charitable endowments, legacies or development gain is thus captured in perpetuity, underpinning the sustainable development of a defined locality or community.**

⁸ **An independent review, which looked at Community Management and Ownership of Assets, led by Barry Quirk, Lewisham Council's Chief Executive Officer. Community organisations can realise tremendous potential by taking on the management and ownership of community assets. Making assets work:** Publication title: **Making assets work: The Quirk Review.** Date published: **15 May 2007.** Product code: **06GC04436.** Price: **Free**

⁹ **Carolyn Vaughan Downs – tel. 01904 554527**

builders to adopt lifetime homes standards should, if approved, help increase housing options for older people, make sustaining independence more achievable and help the city make better use of its housing stock.

38. Given that a significant proportion of carbon emissions come from heating and servicing homes the government's emphasis on carbon zero development within the Green Paper is to be broadly welcomed. However, given that existing stock will far outnumber new build for many years to come more emphasis could perhaps be placed upon ensuring improvements to existing homes to bring them closer to the *Code for Sustainable Homes* standards
39. Government proposals for a sharp increase in the number of affordable homes built each year present a range of new opportunities. The government sees an increased role for local government in delivering affordable homes, either through use of surplus land or through local housing companies, ALMOs or even through direct local authority provision outside of the Housing Revenue Account. The government is currently reviewing the housing subsidy system and considering reform of the Housing Revenue Account to enable wider involvement in housing provision. Details of this review are being worked through and will be consulted on as they are announced.

Next Step

40. The Housing Green Paper and associated Eco-town Prospectus contain a wide range of ideas and proposals aimed at delivering more homes to meet growing demand, creating better homes that meet peoples needs, creating greener homes and making homes more affordable.
41. The Green Paper gives important clues as to the direction of Government policy and provides a 'heads up' for councils regarding future opportunities.
42. As can be seen, the government has signalled a step-change in the number of homes it wants built over the next 13 years, and is considering an array of enabling measures to help deliver this. Some of the ideas and proposals featured in the Green Paper are already in place, such as measures enshrined within Planning Policy Statement 3, but many others represent the government's current thinking and will be subject to further consultation in the future.
43. Competition for the additional resources presented in the Green Paper, especially those likely to follow a successful New Growth Point of Eco town bid, is likely to be high. Several authorities within the region, and within the Leeds City Region, have already signalled interest in being selected as a Growth Point. Given the importance being placed on the Green Paper by government it is possible that future national and regional infrastructure, transport and other funding will be prioritised towards those areas delivering the 'growth points' agenda.

44. The LDF Core Strategy consultation and Community Strategy review will help identify appropriate future levels of housing and economic growth in York, albeit not in time for the deadline for submission of expressions of interest for New Growth Points of 31 October. Early discussions are advised between all relevant departments concerning how best the city might benefit from the opportunities presented in the Green Paper.

Consultation

45. This report has been written in consultation with colleagues in City Strategy and Economic Development.

Corporate Priorities.

46. This report links to the following corporate priorities:
- Improve the quality and availability of decent affordable homes in the city

Implications

47. Given this is a briefing report concerning possible future government policy there are no implications directly associated with it.

Risk Management

48. There are no risks directly associated with the recommendations within this report.

Recommendations

49. The government invites views on the range of ideas and proposals contained within the Green Paper and requests these are submitted by 15 October 2007. The recommendation therefore is for the Advisory Panel to advise the Executive Member for Housing to:

- i. Delegate responsibility for submission of a formal response to the Green paper to officers in Housing, City Strategy and Economic Development, who will seek to formulate a response in consultation with lead members over the next few weeks.

Reason: The next available EMAP meeting is on 29 October 2007, *after* the deadline submission date of 15 October.

- ii. Provide any initial views on the details of the Green Paper and the comments supplied within this report.

Reason: So that these comments can be incorporated into the final response to government.

- iii. Ask that any other comments on the Green Paper be submitted to the Head of Housing by 30 September 2007.

Reason: So that these comments can be considered for inclusion into the final response to government.

Contact Details:

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Housing and Adult Services
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Chief Officer Responsible for the report:

Steve Waddington
Head of Housing Services

Report Approved **Date**

24 August 2007

Wards Affected:

All

For further information please contact the author of the report

Annexes:

Annex 1 Eco-Towns Prospectus

Background Papers:

Title: Homes for the future: more affordable, more sustainable - Housing Green Paper

Consultation period: 23 July 2007 to 15 October 2007

Product Code: 07 HC 0478

Price: Free – Available to download at:

http://www.communities.gov.uk/pub/967/HomesforthefuturemoreaffordablemoresustainableHousingGreenPaper_id1511967.pdf)

Title: Eco-towns Prospectus

Date published: 23 July 2007

Product code: 07 HC 03748/e

Price: Free – Available to download at:

<http://www.communities.gov.uk/index.asp?id=1511894>)

Summary points of the government's recently published Eco-towns Prospectus

1. In publishing this prospectus the Government is looking to encourage and support local authorities *and the private sector* to bring forward around five new eco-town schemes. The prospectus sets out the context for the programme and explains how the Government will support these projects. It also outlines the criteria by which scheme proposals will be assessed.
2. The Government believes that new settlements and urban extensions have the potential for quicker, easier and more ambitious delivery of affordable housing. New eco-towns could play a significant role in easing the affordability crisis by ensuring that between 30 and 50 per cent of the new housing is affordable.
3. Any new town must be of sufficient size to ensure a good level of services, jobs and community facilities to create an attractive and sustainable place to live. There also need to be adequate and sustainable links to nearby larger towns and cities.
4. The Prospectus features a number of case studies both within the UK and abroad that embody the eco-principles the Government is seeking to encourage. These include the garden cities built earlier this century as well as more current schemes in Cambridge, Northstowe and the Thames Gateway.
5. The essential requirements the Government is looking for are:
 - Eco-towns must be new settlements, separate and distinct from existing towns but well linked to them. They need to be *additional* to existing plans, with a minimum target of 5,000–10,000 homes;
 - The development as a whole should reach zero carbon standards, and each town should be an exemplar in at least one area of environmental sustainability;
 - Eco-town proposals should provide for a good range of facilities within the town – a secondary school, a medium scale retail centre, good quality business space and leisure facilities;
 - Affordable housing should make up between 30 and 50 per cent of the total through a wide range and distribution of tenures in mixed communities, with a particular emphasis on larger family homes;
 - A management body or delivery organisation (i.e. a new town development organization) which will help develop the town, provide support for people moving to the new community, for businesses and to co-ordinate delivery of services and manage facilities.

6. Where practicable the government wants to encourage the development of eco-towns on surplus public sector land or brownfield land.
7. The government envisage that a large proportion of future investment in eco-towns is likely to be made by the private sector. To provide additional funding for the infrastructure needed for new settlements, the government is extending the New Growth Points Scheme. Resources will be made available to facilitate the minor review or Regional Spatial Strategies (RSSs) where it is necessary to identify the broad locations of potential towns.

End



HASS52

Meeting of the Executive Members for Housing and Adult Social Services and Advisory Panel

10 September 2007

Report of the Director of Housing and Adult Social Services

Former Tenants Arrears – Write off

Summary

1. To seek agreement to write off a number of former tenants arrears.

Background

2. The district auditor requires existing balances to be examined and uncollectable debts to be written off each year. In the Audit Commission's Housing Inspection report dated October 2002, the need to write off bad debts more promptly was highlighted.
3. Former Tenant Arrears (FTAs) have had a significant effect on the additional contribution made each year within the Housing Revenue Account (HRA) towards bad debts. This has had an adverse effect on resources available for expenditure.
4. Where a debt is written off this does not mean that it can never be recovered. The debt is written back on to a rent account if the customer is located. This may be because the customer has made contact with Housing Services. Debts are written back on each month and this is reported monthly. In July 2007 £5276.24 was written back on to rent accounts.
5. In addition to this Housing Services is in the process of implementing two improvements in this area. The management of former debt for customers in temporary and permanent accommodation is being simplified and a formal system for checking on debts owed by newly accepted homeless customers was implemented from the beginning of April 2007. In addition, a system for doing periodic traces on customers who have had their debt written off is now in place.
6. Officer delegated powers are restricted to writing off debts of £2000 or less.
7. As previously agreed by EMAP, write off reports will be brought to EMAP every 6 months. This will assist officers and members in the monitoring process and should give a clearer view on performance throughout the year.

8. FTAs are monitored weekly. The level of activity involved in recovery is based on the size of the debt. The Authority makes use of a tracing database which conforms to Data Protection requirements to locate former tenants. Where a former tenant is found efforts are made to recover the debt in traditional ways, including ;letters, phone calls and visits. Legal action is taken in appropriate cases. The Authority also employ debt collection agents to chase debts from people who have moved away from York.
9. Details of individual cases are set out in Annex A

Consultation

10. None

Options

11. Option 1: Maintain these FTAs on accounts. This would lead to an increase in the bad debt provision and would go against good practice as commented on in the Housing Inspectors report of October 2002.
12. Option 2: Write the debts off on the understanding that if necessary they can be reinstated at a later date.

Analysis

13. It is recommended that FTAs are written off totalling £23111.53. This represents 0.09% of the total debit. These are cases where Housing Services have attempted a number of traces but have been unable to obtain a forwarding address or any information on the whereabouts of the former tenant. It also includes cases where the tenant has died and there were insufficient funds in the deceased's estate.

Corporate Objectives

- 14 This report supports corporate objective of improving the organisational effectiveness of the council through good financial management.

Implications

15. The implications arising from this report are as follows:
 - **Financial** - These write offs can be contained within the bad debt provision of the Housing Revenue Account. The current provision is £1,206,675
 - **Human Resources (HR)** - None
 - **Equalities** - None
 - **Legal** - None

- **Crime and Disorder** - None
- **Information Technology (IT)** - None
- **Property** - None
- **Other** - None

Risk Management

16. Writing off debts that can not currently be recovered will help reduce the bad debt impact on the HRA. This reduces high risk financial implications for the HRA.
17. The risk of these debts never being recovered is high but has been improved due to the use of a tracing IT package and more robust systems on checking for former debts when customers want rehousing

Recommendations

18. That the Advisory Panel advise the Executive Member to approve option 2 which involves writing off former tenant arrears of £23111.53 as detailed in Annex A

Reason: In line with the recommendations of the audit report detailed in paragraph 2 and also for the financial implications listed above.

Contact Details

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Manager

Chief Officer Responsible for the report:
Steve Waddington
Head of Housing Services

Report Approved **Date** 17th August 07

Tel No. 1277

Specialist Implications Officer(s) - None

Wards Affected: All

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex A: List of individual debts over £2000 to be written off

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**ACCOUNTS FOR WRITE OFF -
OVER £2,000.00**

Account Number	Tenancy End Date	Arrears	Reason for Write off.
60086629	17.09.06	£ 2,570.98	No trace
60042166	05.03.06	£ 2,390.78	No trace
60040152	05.01.06	£ 2,258.93	No trace
60028122	25.02.01	£ 2,630.76	No trace
1900400318	13.10.02	£ 2,334.86	No trace
600834637	26.06.05	£ 2,365.46	No trace
1900402858	04.05.03	£ 4,260.03	No trace
1900392371	13.07.03	£ 4,299.73	No trace
	Total	£ 23,111.53	

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HASS43

Meeting of the Executive Member for Housing and Advisory Panel 10 September 2007

Report of the Director of Housing and Adult Social Services

Affordable Housing at Morritt Close, York – Petition update**Summary**

1. This report provides the Executive Member with details of a petition that was presented to the meeting of full Council on 28 June regarding the proposed affordable housing development at Morritt Close, York. The report gives an update on progress on bringing forward the site for a small development of family housing and recommends that the Executive Member notes and considers the receipt of the petition.

Background

2. At the March 13th meeting of the Executive, Members considered and approved the sale of three Housing Revenue Account owned sites – including land at Morritt Close - for the development of affordable housing. The approval was confirmed at the 24th April meeting of the Executive following the placement of statutory notices advertising the intention to sell the sites. Approval of the disposal of the sites remains subject to planning permission.

Consultation

3. Following the 24th April meeting of the Executive officers worked with Yorkshire Housing (our housing association partner on this scheme) to agree a consultation programme with local residents at Morritt Close on the design of the proposed development including provision of a communal garden area.
4. Yorkshire Housing held an on-site consultation at Morritt Close on 16th July with indicative plans of how 6 family houses can be developed on the site and made notes of comments and suggestions made by local residents. On 17th July Yorkshire Housing attended the meeting of Muncaster Residents Association and on 19th July attended and spoke at the Heworth Ward Committee. At all three consultations members of the HASS Housing Development Team also attended. Resident feedback from the consultations was helpful and Yorkshire Housing are currently revising their proposals to accommodate as many of the suggestions as possible. They will be holding a further consultation in August/September with revised drawings prior to submitting the scheme for planning permission.

Options

5. This report is for information only.

Analysis

6. The petition received is signed by 40 residents (no addresses are given but it is assumed most of the signatories live in the vicinity of Morritt Close) and is headed:

'A submission of residents who propose the following as a more acceptable alternative to the housing development being considered. An equal or smaller number of bungalows for the same area' .

7. In considering the type of affordable homes proposed for this site officers took into account the following information:
 - The findings of the interim Strategic Housing Market Assessment in June 2006 (since confirmed by the final published Strategic Housing Market Assessment in June 2007). The study is an important evidence base for determining affordable housing priorities and it recommends that 72% of new affordable housing should be houses and 28% flats to meet the current and projected needs of households in York.
 - The Council's Commissioning Strategy for Older People 2006-2021 which concludes that changes in the balance of tenures expected in York over the next 10 years will mean "there may be some over capacity within the (social) rented sector".
 - The Council's housing needs register (excluding transfers) show that of 1900 households registered only 5% are headed by someone aged 65 or over. The vast majority of the waiting list comprises younger single people, childless couples or households with dependent children.
 - The current range of choices of accommodation for older people particularly in the social rented sector. This includes 570 council owned bungalows and approximately 420 housing association bungalows, 33 sheltered housing schemes including 6 extra care or 'very sheltered' developments plus a range of general needs houses and flats.
 - The planned demolition of 100 bungalows at the three Discus bungalow sites in York and their replacement with 60 new bungalows and at least 40 two bedroom homes specifically for older people including an extra care scheme. This redevelopment will also include options for low cost home ownership for older people.

8. Based on this evidence, it was considered that Morritt Close and also the other sites at Dane Avenue and Chapelfields Road are best placed to make a much needed contribution towards meeting the need for affordable family housing in York.

Corporate Priorities

9. Enabling the building of 200 affordable homes in York each year is an agreed action in the Council Plan 2006 - 2007 and is highlighted as a priority in the council's 2006-2009 Housing Strategy. The proposed development will also contribute to the council's 2006 – 2009 Corporate Priorities including:
 - Improve the actual and perceived condition and appearance of the city's streets, housing estates and publicly accessible spaces.
 - Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city
 - Improve the quality and availability of decent affordable homes in the city.

Implications

10. The implications arising from this report are:
 - **Financial** - There are no financial implications
 - **Human Resources (HR)** - There are no human resources implications
 - **Equalities** - There are no equalities implications
 - **Legal** - There are no legal implications
 - **Crime and Disorder** - There are no crime and disorder implications
 - **Information Technology (IT)** - There are no information technology implications
 - **Property** - There are no property implications
 - **Other** – there are no other known implications

Risk Management

11. There are no risks associated directly with this report.

Recommendations

12. That the Advisory Panel advise the Executive Member to note and consider the petition requesting that bungalows rather than houses are built at Morritt Close.

Reason: This report is for information only.

Contact Details

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Chief Officer Responsible for the report:

Steve Waddington

Head of Housing Services

Report Approved

Date 24th August 2007

Specialist Implications Officer(s) None.

Wards Affected: Heworth

All

For further information please contact the author of the report

Background Papers:

Petition received from residents – referred to Housing and Adult Social Services EMAP following presentation to full Council on 28 June 2007. Available from the Report author.

Proposed sale of Housing Revenue Account land for the development of affordable housing at Dane Avenue, Morritt Close and Chapelfields Road. Report to the Executive, 13 March 2007.

Responses to statutory notices placed proposing the development of land for affordable housing at Dane Avenue, Morritt Close and Chapelfields Road. Report to the Executive, 24 April 2007.

Strategic Housing Market Assessment, City of York Local Development Framework (Evidence base), June 2007. Available at:
http://www.york.gov.uk/environment/Planning/Local_development_framework/LDF_Evidence_base/2007housingmarketassessment/

City of York Commissioning Strategy for Older People 2006-2021. January 2007. Available at:
http://www.york.gov.uk/content/45005/31562/Older_person_comm_strat