



Please reply to:

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Date: 20 September 2021

Notice of meeting

Community Wellbeing and Housing Committee

Date: Tuesday, 28 September 2021

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames

To the members of the Community Wellbeing and Housing Committee

Councillors:

S.A. Dunn (Chairman)	S. Buttar	J. McIlroy
S.M. Doran (Vice-Chairman)	R. Chandler	O. Rybinski
M.M. Attewell	N. Islam	V. Siva
C. Bateson	M.J. Madams	J. Vinson

Substitute Members: Councillors J.T.F. Doran, R.D. Dunn, K.M. Grant and H. Harvey

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

- 1. Apologies**

To receive any apologies for absence.
- 2. Disclosures of Interest**

To receive any disclosures of interest from Councillors in accordance with the Council's Code of Conduct for members.
- 3. Minutes - 29 June 2021** **5 - 10**

To confirm the minutes of the meeting held on 29 June 2021 as a correct record.
- 4. Afghan Resettlement Scheme** **11 - 42**

To consider approval for the Council to participate in the Afghan Relocations and Assistance Policy (ATAP)
- 5. Capital Monitoring Report (Qtr. 1 April - June)** **43 - 48**

To note the Capital Monitoring Report 2021/22 (Qtr 1 April – June) for the Community Wellbeing and Housing Committee.
- 6. Revenue Monitoring Report (Qtr. 1 April - June)** **49 - 56**

To note the Revenue Monitoring Report 2021/22 (Qtr 1 April – June) for the Community Wellbeing and Housing Committee.
- 7. Tenancy Strategy** **57 - 138**

To approve the Tenancy Strategy and to make a recommendation to Corporate Policy and Resources Committee
- 8. Acquisition of Registered Providers' Street Properties** **139 - 204**

To approve the adoption of the Acquisition of Registered Providers Street Properties Policy and to make Capital Programme recommendations to the Corporate Policy and Resources Committee as the Capital Programme process for 2022/23, progress leading up to approval of Capital Programme by Spelthorne Borough Council in February 2022.
- 9. COVID-19 Recovery Plan Update**

To note the COVID-19 Recovery Plan update for Community Wellbeing.

- 10. Forward Plan** **205 - 208**
- To note the Community Wellbeing and Housing Committee Forward Plan.
- 11. Exclusion of Press and Public**
- To move the exclusion of the Press/Public for item 7, in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to information) (Variation) Order 2006
- 12. Search Moves Partnership Review** **209 - 222**
- To consider the exempt report and to approve Recommendation 3.

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**Minutes of the Community Wellbeing and Housing Committee
29 June 2021**

Present:

Councillor S.A. Dunn (Chairman)
Councillor S.M. Doran (Vice-Chairman)

Councillors:

M.M. Attewell	N. Islam	J. Vinson
C. Bateson	O. Rybinski	
S. Buttar	V. Siva	

Apologies: Councillors R. Chandler, M.J. Madams and J. McIlroy

180/21 Declarations of Interest

There were none.

181/21 Community Wellbeing and Housing Committee Terms of Reference

The Committee **resolved** to note the Terms of Reference.

182/21 Introduction to Community Wellbeing and Housing

The Deputy Chief Executive and the Deputy Group Head Community Wellbeing provided a verbal update on the different Teams within Community Wellbeing and their remit.

The Committee **resolved** to note the Introduction to Community Wellbeing and Housing.

183/21 Introduction to the Family Support Team

The Deputy Chief Executive provided a verbal update on the remit of the Family Support Team.

The Committee **resolved** to note the Introduction to the Family Support Team.

184/21 Community Centres Update

The Deputy Group Head Community Wellbeing gave an update on the current situation regarding the Borough's Community Centres.

The Committee were advised that it was planned, subject to COVID-19 regulations, that there would be a soft relaunch of the Community Centres on 19 July 2021 with some level of social distancing and additional COVID safety measures in place.

The Committee **resolved** to note the Community Centres update.

185/21 Leisure Centre Update

The Chair advised the Committee that this item contained exempt information and that Item 13, Exclusion of Public and Press, should have appeared prior to this item on the agenda. The Chair asked if the Committee were in agreement that this item be moved to a private session after Item 13 to enable the remainder of the public agenda items to be discussed first.

The Committee **resolved** to move this item to the end of the agenda and to move the exclusion of Press and Public for this item in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) act 1985 and by the Local Government (Access to Information) (Variation) Order 2006.

The Leisure Facilities and Project Manager updated the Committee on the progress of the proposed new Staines Leisure Centre. The Committee were advised that the Planning Committee had agreed the Planning Application on 23 June 2021.

She informed the Committee that the Leisure Centre would be the first in the country that would be fully Passivhaus compliant and the Committee agreed that potential operators would need to be aware of the costs involved.

The Committee agreed that they wanted the chosen operator to adhere to the Council's Equality Standards and that they would also ensure that they considered the needs of all Borough residents.

The Committee were advised that the current Leisure Centre Operator had received financial assistance from the Council during the pandemic and that further assistance may be requested.

The Committee **resolved** to note the Leisure Centre Update.

186/21 TheHome Improvement Agency Update

The Deputy Group Head Community Wellbeing gave an update on the current situation regarding the Home Improvement Agency.

The Committee were advised that the Home Improvement Agency was responsible for supporting older and disabled residents, as well as those on low incomes, to allow them to maintain, adapt and improve their homes to allow them to remain in them for as long as possible. This service is currently administered by A2 Dominion Housing Association but it was planned for this service to be brought back in-house from October 2021.

The Committee **resolved** to note the Home Improvement Agency Update.

187/21 Health & Wellbeing Strategy Update

The Deputy Group Head, Community Wellbeing advised the Committee that work was in progress to update the Health and Wellbeing Strategy to include work that was currently being undertaken in conjunction with our partners in health. A further update will be brought before the Committee in September 2021.

The Committee **resolved** to note the Health & Wellbeing Strategy Update.

188/21 Procurement of a Cleaning Contract for White House and Harper House

The Committee considered a report to agree the Procurement of a Cleaning Contract for White House and Harper House.

The Committee wanted to ensure that the Contractor maintained a high level cleaning regime and to employ staff on a rate above the living wage. The Committee also wanted to ensure that any contract embedded quality inclusion within it and that they were in line with the Council's own policies.

The Committee **resolved** to approve the proposed procurement of a cleaning contract for White House and Harper House for the duration of 3 years with an option to extend for a further two 12-month periods.

189/21 Leisure Centre - Proposal for Minor Variation of Contract

The Leisure Facilities and Project Manager presented the report which sought approval of a Minor Contract Variation Proposal for the current Leisure Centre Operator to increase the eligible age of the senior concession from 60 to 66 years in line with the current state pension age.

The Committee were advised that Sport and Leisure Management had amended their booking system for all Leisure Centres that they currently operate and had increased the eligible age of the senior concession price from 60 to 66 years across all of their sites. Existing members would continue to receive their concessions and this change would only affect new members.

The Committee felt that the potential savings would not outweigh the adverse effect on the elderly residents who may have limited income and an increase in costs could exclude them from using the Leisure Centre. It was felt that post COVID the elderly residents would benefit from being able to use the Leisure Centre not only for exercise but also to socialise and therefore maintain good mental health.

The Committee agreed that changing the eligible age for senior concession would have an adverse effect on the elderly residents within the Staines Borough.

The Committee **resolved** to not approve Sport and Leisure Management's proposal to move the eligible age of the senior concession price from 60 to 66 years.

190/21 Forward Plan

The Committee **resolved** to note the Community Wellbeing and Housing Forward Plan

191/21 Exclusion of Press and Public

The Committee had **resolved** to move Item 7 to the end of the meeting in order to discuss it in a private session and to exclude the Press and Public..

Proof FM

White House

Number of staff	2	Hours per staff member, per day	5 hours, one staff member per day/two depending on the requirements of the day, such as Ad Hoc cleaning		
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Year 1 annual cost excl VAT	Year 2 annual cost excl VAT	Year 3 annual cost excl VAT	Year 4 annual cost excl VAT	Year 5 annual cost excl VAT	Total excl VAT
£32,343.60	£32,343.60	£32,343.60	£33,185.00	£33,541.00	£130,215.80

Budget	£15,000.00	£15,000.00	£15,000.00	£15,000.00	£15,000.00	£75,000.00
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£55,215.80

Harper

Number of staff	2	Hours per staff member, per day	4 hours, one staff member per day/two depending on the requirements of the day, such as Ad Hoc cleaning		
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Year 1 annual cost excl VAT	Year 2 annual cost excl VAT	Year 3 annual cost excl VAT	Year 4 annual cost excl VAT	Year 5 annual cost excl VAT	Total excl VAT
£26,329.20	£26,329.20	£26,329.20	£27,002.60	£27,272.80	£105,990.20

Budget	£14,000.00	£14,000.00	£14,000.00	£14,000.00	£14,000.00	£70,000.00
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£35,990.20

AJAW					
White House					
Number of staff	2	Hours per staff member, per day	5		
Year 1 annual cost excl VAT	Year 2 annual cost excl VAT	Year 3 annual cost excl VAT	Year 4 annual cost excl VAT	Year 5 annual cost excl VAT	Total excl VAT
£74,299.43	£81,400.00	£89,540.00	£94,017.00	£98,700.00	£437,956.43
Harper					
Number of staff	1	Hours per staff member, per day	6		
Year 1 annual cost excl VAT	Year 2 annual cost excl VAT	Year 3 annual cost excl VAT	Year 4 annual cost excl VAT	Year 5 annual cost excl VAT	Total excl VAT
£56,277.00	£61,090.00	£64,045.00	£68,388.00	£71,400.00	£321,200.00



28 September 2021

Title	Afghan Relocations and Assistance Policy (ARAP)
Purpose of the report	To seek approval for Council participating of Afghan Relocations and Assistance Policy (ARAP)
Report Author	Marta Imig, Strategic Lead, Housing
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	<i>n/a</i>
Corporate Priority	Housing
Recommendations	<p>Committee is asked to:</p> <ol style="list-style-type: none"> 1. Approve the participation in Afghan Relocations and Assistance Policy (ARAP) in Spelthorne; and 2. To support a policy approach of being open to support in general future refugee schemes in Spelthorne as requested by Central Government, on which detailed report will be provided
Reason for Recommendation	To support Government by participating in the Afghan Relocations and Assistance Policy (ARAP) and to help with the current refugee crisis in Afghanistan

1. Key issues

- 1.1 The Afghan Ex Gratia Scheme originated in 2014 to provide funding to local authorities to support resettled Afghan locally employed staff engaged by the British armed Forces and the UK Government in Afghanistan.
- 1.2 The Afghan Relocations and Assistance Policy (ARAP) provides similar support but to a wider range of ARAP. Local authorities will provide a package of support and assistance to those arriving under the scheme to help them to adjust to life in the UK.
- 1.3 The level of funding and support has been agreed to allow local authorities to provide a high level of intensive interventions and support in the 12 months following arrival into a local authority area, and the commencement of the provision of housing and support to enable self-sufficiency for those relocated under these Schemes. Given this intensive provision no funding is being made available for later years.
- 1.4 Families who relocate receive a visa which grants 5 years limited leave to enter the UK, with an opportunity to apply for Indefinite Leave to Remain at the end of that 5-year period, free of charge. This leave is granted under the

Immigration Rules and gives them the right to work and recourse to public funds.

- 1.5 ARAP generally have good command of the English language, however their families often require language support. The Local authority is required to undertake an assessment of each adult's English language capability to determine their training needs. Funding is prioritised for provision of and participation in English for Speakers of Other Languages (ESOL).
- 1.6 SBC Family Support Team has the capacity to support up to 5 families arriving under this Scheme, by employing an additional 0.5 FTE of resource to be financed from the scheme funding.
- 1.7 To cope with the significant inflows arriving over the next few weeks, the Government is creating an additional holding stage. After the Afghans families have spent the required period in COVID-19 quarantine hotels, the Government is looking to place them in holding hotels across the country until suitable short-term accommodation with assistance of councils is found for them.
- 1.8 In Spelthorne the Government is currently looking to place 100 Afghans in a hotel in Staines. The Government is requesting for the local councils to provide some wrap around support to the families whilst they are in the holding hotel ahead of moving into temporary accommodation, such as helping the families to register with GPs, signing up with the Department for Work and Pensions (DWP), placing children in local schools.
- 1.9 Our Family Support team provided support to the Syrian families in Elmbridge and Epsom and Ewell and have good level of experience with providing this type of support. However, our Family Support team are already fully stretched. Given the funding for the Afghan families we would need to resource up quickly with some additional support, which, can be achieved on a short-term basis using agency staff.
- 1.10 Sadly, in the future there will be further requests from Government to help those in need from other parts of the world. In addition to the Afghan ARAP the Government is indicating that there will be a broader Afghan refugee scheme whereby the UK will commit to resettle 20,000 refugees in the coming years. We seek directions on the support of future refugee schemes as requested by Central Government. Further detailed research, including understanding the associated financing and resource implication, can be gathered as schemes are introduced and presented to the Committee for consideration. The Committee is requested to provide a general policy steer confirming that they wish the Council to be open to exploring participation in future such schemes.

2. Options analysis and proposal

Option 1: To opt in (recommended)

SBC would need to deploy extensive resources to support the scheme, that would involve making arrangements for accommodation, including furniture provision, deploying support staff and running the financial administration of the scheme.

The Family Support Team has the capacity to support up to 5 families with 0.5 FTE person employed, however it could potentially support more with additional staff employed.

Option 2: To opt out

SBC would choose not to participate in the scheme and inform the Home Office of the reasons for the decision.

3. Financial implications

- 3.1 The Local Authorities are provided with funding to support families as outlined in the report enclosed in Appendix A, through a Grant funding arrangement. To be paid 40% on arrival of ARAP, the remainder will be paid in two equal 30% instalments at the end of the fourth and eighth months following the arrival in the UK.
- 3.2 The Family Support Team has prepared calculations of the cost of service required to support ARAP (Appendix B) and our finance team has considered the cost of the support provision as well as the grant funding offered by the government (Appendix C) and confirmed that the grant funding will cover the cost of the management of the scheme and support required.
- 3.3 Further, letter detailing additional government funding of the scheme is enclosed in Appendix E.

4. Other considerations

- 4.1 Spelthorne does not have a large Afghan community, but Hounslow, our neighbouring Borough, does. We propose to source accommodations within Spelthorne Borough near Hounslow, to enable access to the wider Afghan community and places of worship.
- 4.2 Knowle Green Estates (KGE) do not currently have properties in this location. However, KGE can potentially support future schemes for other refugees' accommodations to support future Government requests.

5. Equality and Diversity

- 5.1 An Equality and Diversity Impact Assessment has been carried out and is provided in Appendix D.

6. Sustainability/Climate Change Implications

- 6.1 The proposed Strategy itself does not have any impact on the Council's sustainability / climate change position.

7. Timetable for implementation

- 7.1 If the scheme is approved, we would liaise with the Home Office to support the scheme as early as practical to do so.

Background papers: There are none.

Appendices:

Appendix A ARAP– position statement

Appendix B ARAP Cost of support

Appendix C Afghan ARAP Support Budget

Appendix D Equality Impact Assessment for Afghan Relocation Scheme

Appendix E HO-MHCLG Letter on Afghan Resettlement and Relocation 130921

Information and position statement in relation to proposed Afghan Relocations and Assistance Policy (ARAP)

1. Background

In May 2021, the Government wrote to all Local Authorities (LAs) asking for councils to offer support and accommodation for Afghan Relocations and Assistance Policy (ARAP) under a Relocation Scheme.

The UK has been running a scheme to support relocation from Afghanistan, in recognition of their commitment and bravery shown supporting UK forces since 2013.

There is no end date for the scheme, but the vast majority of arrivals of Afghan ARAP and their families is taking place in July and August 2021.

ARAP schemes provide a range of in-country packages of assistance in Afghanistan and, for those who meet the criteria, relocation to the UK with their dependants.

Families who relocate receive a visa which grants 5 years limited leave to enter the UK, with an opportunity to apply for Indefinite Leave to Remain at the end of that 5-year period, free of charge. This leave is granted under the Immigration Rules and gives them the right to work and recourse to public funds.

People coming to the UK under this scheme may arrive either as a whole family unit or with the lead person arriving first and their dependents joining them at a later point, depending on their individual circumstances. Families consist of immediate family only – husband, wife and children, extended to grandparents only.

Families would sign a tenancy agreement and are free to move on at any time should they wish. Equally, they may wish to continue to stay in the house once the 5-year period is up. South East Strategic Partnership for Migration (SESPM) advised that assured shorthold tenancies are what most landlords use for resettled families. We consulted with Rentstart, who would be happy to assist with finding appropriate accommodation, equally accommodations could be sourced through Rent Assured Team or provided by KGE, should the Council choose to participate in the scheme. However, current KGE properties may not be in an ideal location for this scheme to enable easy access to the Afghan Community. There is a larger Afghan Community based in our neighbouring borough, Hounslow. Thus, properties within Spelthorne and in close proximity to Hounslow are considered to be better suited.

Accommodations must be fully furnished, including white goods. Funding received should be used for food storage, cooking and washing facilities but should not include the provision of other white goods or brown goods, i.e. TVs, DVD players or any other electrical entertainment appliances. Those items can be provided through other sources of funding at the LA's discretion.

There is currently no deposits or up-front rent payment available from the Treasury.

In addition, the LA's are to provide a welcome pack of groceries on arrival – the content of this pack should take into account the culture and nationality.

With flights of around 150 people arriving several times a week, in July and August 2021. There will be some information available about the families and the LA will always be able to decide whether they accept a family or not. For example, the information provided will include the ages of children, to help for example the LA with planning for school places.

Families arriving in the UK will be temporarily accommodated in hotels after their Managed Quarantine Service (MQS), until such time that an LA are able to source accommodation and confirm that they can provide the necessary integration support. Wraparound support will be arranged by the Home Office for the duration of their stay in a hotel. The Home Office invites property offers without a particular family in mind. The Home Office team coordinating the scheme will send out the requirements of the families who need accommodation to participating LA's, via SESPM, to confirm which properties are available. The Allocation Team at SESPM will then match families to properties and will make a referral to the LA with details of the family seeking their acceptance. The LA can choose how many families they are able to support.

If additional time is needed to prepare the properties, the Home Office will arrange and pay for bridging accommodation in the local authority area, and the local authority will start integration support while the families are in temporary accommodation.

2. The Support

SESPM reports that ARAP generally have good command of the English language, however their families often require language support. The LA are required to undertake an assessment of each adult's English language capability to determine their training needs. This assessment should take place at the earliest opportunity. The assessment should determine whether formal language training is appropriate, and where informal language training should be used to complement, or as a foundation for, formal language training. As a minimum, adults should be able to access conversational practice to consolidate/complement their formal language training.

Funding is prioritised for participation in English for Speakers of Other Languages (ESOL) provision.

The level of the support and funding has been agreed to allow LA's to provide a high level of intensive interventions and support in the 12 months following arrival into a local authority area and the commencement of the provision of housing and support to enable self-sufficiency for those relocated under these

Schemes. Given this intensive provision no funding is being made available for later years.

The LA is responsible for providing an integration package which includes:

- Reception arrangements upon arrival and welcome briefing (currently reception arrangements after period of quarantine)
- Accommodation
- A package of advice and assistance covering employment, welfare benefits, housing, health, education and utility supply
- Registration with GPs and local Job Centre Plus including receipt of a National Insurance Number
- Assistance in securing school places for school aged children
- Cash support.

ARAP are not eligible for benefits until they can satisfy the Habitual Residency Test set by the Department of Work and Pensions (DWP) which can take up to 3 months, so the local authority provides financial support to those who arrive under the relocation schemes for up to 4 months.

3. LA Funding

The Local Authorities are provided with funding to support families as outlined below through a Grant funding arrangement. To be paid 40% on arrival of ARAP, the remainder will be paid in two equal instalments at the end of the fourth (4th) and eighth (8th) months following the arrival in the UK.

The current rates of support are outlined below:

Accommodation				
Rent (up to 4 months or when in receipt of benefit)	£15 per person, per day			
Integration				
To provide integration support (includes element for void and set up costs for accommodation)	Per person rate £10,500			
Cash support				
Weekly cash support rates (up to 4 months or when in receipt of benefit)	Single (under 25)	Single (25 or over)	Couples	Child (under 18)
	£59.20	£74.70	£117.40	37.75

ESOL provision

£850 per adult (who requires it)

In addition, the Home Office confirmed that:

- Where families do not travel and another family cannot be matched to the property, void costs can be claimed
- Exceptional costs can be claimed, i.e., adaptations
- An education tariff is not included. The expectation from Treasury is that other government departments will pick up additional costs from existing budgets.
- There will not be separate payments for health provisions to clinical commissioning groups. The expectation from Treasury is that other government departments will pick up additional costs from existing budgets.
- There is one tariff rate per person regardless of family size which includes provision for void and set up costs.
- Payment will be claimed in 3 instalments

4. Experience of other LAs

At a networking event organised by the Home Office, participating LAs were invited to share their experience with authorities considering taking part, it was reported that the ARAP arriving in the UK generally have good command of the English language, however it was also noted that children and often women require language support. Their native language is Pashto and Dari.

The Home Office reports that 90% of women in Afghanistan experienced at least one form of domestic violence, 17% have experienced sexual violence and 52% physical violence. 92% of 15–49-year-old women believe that a husband is justified in beating his wife. Many women will need support with domestic violence.

Many children of ARAP will need support to cope with parental separation, parental death, household members suffering with mental health issues, household members abusing alcohol, among other concerns for their safety.

It is reported that children who join local schools make quick progress in their language development.

ARAP are often well educated, and determined to gain employment in the UK, however their qualification often require conversion. In addition, it was reported that the National Insurance application process is taking up to 16 weeks, with participating LA's urged to make NI applications as soon as possible after ARAP arrive in the country.

Participating LA's reported that their experience working with ARAP is positive. ARAP generally have strong work ethics, keen to start employment

as soon as possible, and do not wish to remain on security benefits, and are eager to give back to the communities that welcomed them. However, due to their qualifications often requiring conversion, they often take up jobs below their qualification level.

MHCLG provides online Welcome Packs for new arrivals, which also includes information about the Covid vaccination programme. A link to the Welcome Pack is being sent to ARAP before their arrival in the UK. The pack is downloadable and possible to read offline.

The Pack provides general guidance and help on living in the UK, however it is not interactive and users cannot for example enter a postcode and sign into local services. It does however in most cases provide national links to where local services can be found in postcodes of interest.

Participating LA's shared good practices and lessons learned, such as establishing Key Stakeholders Groups prior to the arrival of ARAP, including on subjects such as education, medical, religious and police services.

The majority of ARAP are Sunni Muslims, but participating LA's report that in their experience many ARAP are not practicing Muslims.

ARAP require assistance on arrival with NI application, opening of a bank account, setting up utility bills and rent, school and GP registration. The support is focused on preparation for independence. It is advisable to run cultural integration sessions focussing on prevention, safeguarding to raise awareness, and internet safety.

Participating LA's have also been advised to prepare a strategy for dealing with media attention.

To learn more about a recent and similar programme, we discussed the experience of management of the Syrian Refugee Programme for Elmbridge Borough Council's (EBC) with our Family Support Team. The Family Support Team reported that there are significant differences between the two schemes. The biggest challenge with the management of the Syrian Refugee Programme is the lack of command of the English language amongst the Syrian Refugees. EBC employed a dedicated Family Support Coordinator who is a native speaker in Arabic to communicate with the Refugees families.

EBC welcomed 9 Syrian families 4 years ago across Elmbridge, Epsom and Ewell, all families remain dependant on security benefits. The support of the 9 families required a dedicated time of 1 full time Family Support Coordinator and 1 part time Family Support Coordinator initially, it has now been reduced to 1 full time Support Worker.

Other barriers and challenges reported by EBC included racism within the community, a lack of specific regional food shops within the Borough, a lack of places of worship, and benefit cap challenges for larger families.

EBC have initially decided to not participate in the ARAP due to funding concerns but are now reconsidering this decision due to additional funds being made available to support the scheme.

5. Position summary

The proposed resettlement scheme was discussed at the June Strategic Housing Group meeting, and initial concerns have been raised around the resource required for the ARAP scheme, including staffing and finding houses of adequate size.

Although, there are significant differences between the Syrian Refugee Programme and the Afghan Resettlement Scheme, intense resources will be required to provide both the initial and the ongoing required to support ARAP and their families.

6. Options

Option A – To opt in

SBC would need to deploy extensive resources to support the scheme, that would involve making arrangements for accommodation, including furniture provision, deploying support staff and running the financial administration of the scheme.

Option B – To opt out

SBC would choose not to participate in the scheme and inform the Home Office of the reasons for the decision.

The North East Surrey Family Support Programme has a team of Family Support Coordinators (FSCs) delivering a range of interventions to families with complex and enduring needs. Each FSC holds a caseload of 10 families. Within the programme, the Syrian Vulnerable Person's Resettlement Scheme (SVPRS) supports 9 families across the Boroughs of Elmbridge and Epsom and Ewell. There is currently 1.0 WTE Family Support Coordinator supporting these families.

The demand in the first few weeks following arrival of families on the ARAP programme will be high as engagement is made with key agencies – JCP, GP, schools, etc. Families will additionally need intensive support to become familiar with the local area – travel, shopping, leisure. It is envisaged that staff to family ratios will be comparable to SVRPS and the Family Support Team. As such, should SBC agree to welcome 5 ARAP families, a 0.5 WTE post would be required. Salaries should reflect those currently paid in the family support programme.

Projected annual costs:

Family Support Coordinator (0.5 WTE): £14,800 - £20,700 inclusive of on costs

Clinical supervision: £450.00

Transport: £2,000

Training: £1,000

Total: £18,250 - £24,150

A more experienced worker is likely to be paid closer to the top end of the scale. There is management capacity in the Family Support Programme to support more than 5 families. Staff hours would need to be increased accordingly.

Projected income: Afghan Relocations and Assistance Policy

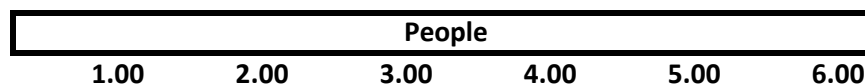
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**Afghan Relocations and Assistance Policy
Costings**

Repayments as follows

Stage 1	40% on arrival
Stage 2	40% at end of 4 months
Stage 3	20% at end of 8 months

As at 16 August 2021



Rent Support

per person per day 15.00 1,825.00 3,650.00 5,475.00 7,300.00 9,125.00 10,950.00 4 months only then be

for 4 months = 122 days 121.67

Integration support 10,500.00 10,500.00 21,000.00 31,500.00 42,000.00 52,500.00 63,000.00

12,325.00 24,650.00 36,975.00 49,300.00 61,625.00 73,950.00

Cash support

Weekly single

under 25 59.20

Over 25 74.70

Couple 117.40

Children under 18 37.75

Single person under 25 1,028.95

l person's rent & integration 12,325.00

13,353.95

Single person over 25

1 person's rent & Integration

1,298.36

12,325.00

13,623.36

Couple

2 persons rent & Integration

2,040.52

24,650.00

26,690.52

Family of 3 - child under 18

Couple

2,040.52

1 child under 18

656.13

3 persons rent and integration

36,975.00

39,671.65

Family of 4 - two children under 18

Couple

2,040.52

2 children under 18

1,312.26

4 persons rent and integration

49,300.00

52,652.79

Family of 5 - three children under 18

Couple

2,040.52

3 children under 18

1,968.39

5 persons rent and integration

61,625.00

65,633.92

Family of 6 - four children under 18

Couple

2,040.52

4 children under 18

2,624.52

6 persons rent and integration

73,950.00

78,615.05

For every person over 18 and under 25 add £13,393.95 to the above

For every person over 25 add £13,623.36 to the above

English speaking allowance £850.00 per person

enefits

Equality Analysis

Directorate: Community Wellbeing	Lead Officer: Marta Imig
Service Area: Housing Strategy & Policy	Date completed: 30 July 2021
Service / Function / Policy / Procedure to be assessed: Afghan Relocations and Assistance Policy (ARAP) relocation scheme	
Is this: New / Proposed <input checked="" type="checkbox"/> Existing/Review <input type="checkbox"/> Changing <input type="checkbox"/>	Review date: 12 months after households take first occupation and Homes England support package ends

Part A – Initial Equality Analysis to determine if a full Equality Analysis is required.

What are the aims and objectives/purpose of this service, function, policy or procedure?

In May 2021, the Government wrote to all Local Authorities asking for councils to offer support and accommodation for Afghan ARAP under a Relocation Scheme; this is in recognition of their commitment and bravery shown supporting UK forces since 2013.

The aims of the scheme are:

- To provide a range of in-country packages of assistance in Afghanistan and, for those who meet the criteria, relocation to the UK with their dependants. Families who relocate receive a visa which grants 5 years limited leave to enter the UK, with an opportunity to apply for Indefinite Leave to Remain, free of charge.
- To provide accommodation and wraparound support for the families including; financial and language support; NI application; registration with GPs, schools and the local Job Centre Plus; and, advice on employment, claiming welfare benefits, housing, health, education and setting-up utility bills.

Please indicate its relevance to any of the equality duties (below) by selecting Yes or No?

	Yes	No
Eliminating unlawful discrimination, victimisation and harassment	✓	
Advancing equality of opportunity	✓	
Fostering good community relations	✓	

If not relevant to any of the three equality duties and this is agreed by your Head of Service, the Equality Analysis is now complete - please send a copy to **NAMED OFFICER**. **If relevant**, a Full Equality Analysis will need to be undertaken (PART B below).

PART B: Full Equality Analysis

Step 1 – Identifying outcomes and delivery mechanisms (in relation to what you are assessing)

Page 29

<p>What outcomes are sought and for whom?</p>	<p>Families eligible for the ARAP will receive accommodation and support that honours their service and properly reflects their work and the risks involved. The main outcome of this scheme is to provide a safe haven to these individuals and their families where they can integrate into the local community and build support networks to lead healthy and happy lives.</p> <p>Affected groups will include (not exhaustive):</p> <ul style="list-style-type: none"> • All adults (and associated dependants) who are eligible for the ARAP relocation scheme; • Partners involved in sourcing and providing suitable accommodation; • Spelthorne’s North East Surrey Family Support Team and other partners involved in the delivery of advice and support services.
<p>Are there any associated policies, functions, services or procedures?</p>	<p>The scheme currently consists of two elements:</p> <ul style="list-style-type: none"> • The ex-gratia scheme which will close in November 2022 and; • The Afghan Relocations and Assistance Policy which launched in April 2021, reflecting the changing situation in Afghanistan and consequent risk to ARAP
<p>If partners (including external partners) are involved in delivering the service, who are they?</p>	<p>Partners involved in sourcing and providing suitable accommodation e.g. Rentstart or Knowle Green Estates</p> <p>Partners involved in the delivery of advice and support services e.g. North East Surrey Family Support Team, Job Centre Plus, Citizens Advice, DWP, voluntary and community faith groups [not exhaustive].</p>

Step 2 – What does the information you have collected, or that you have available, tell you?

What evidence/data already exists about the service and its users? (in terms of its impact on the 'equality strands', i.e. race, disability, gender, gender identity, age, religion or belief, sexual orientation, maternity/pregnancy, marriage/civil partnership and other socially excluded communities or groups) and **what does the data tell you?** e.g. are there any significant gaps?

General Spelthorne context

Almost half of Surrey's 20 most deprived super output areas are in Spelthorne. Three are in the ward of Stanwell North, two in Ashford North and Stanwell South and one in each of Ashford East and Sunbury Common. Spelthorne has the highest number of lone parent families and the highest level of child poverty in Surrey; it also has the highest under-18 conception rate in the county. That said, residents are largely healthy, with life expectancy for both males and females slightly above the national average.

Although the number of VAT and/or PAYE-registered business has fallen slightly over the past four years, Spelthorne has a low rate of unemployment: 1.4% of those economically active aged 16 to 64, compared to the South East (2.2%) and UK as a whole (3.5%). Heathrow Airport is a significant local employer, with 8.3% of Spelthorne's working population employed there. Significantly, 21.5% of those in work in Stanwell North are in low level employment compared to an average of 11.6% in Surrey. Average wages are slightly above regional averages at £630 per week for full-time employees.

Whilst house prices remain well above the national average, most residents are owner-occupiers (73%), followed by private rented (13%) and social rented (12%).

Gender / gender identity

Census data from 2011 shows that 50.5% of residents in Spelthorne were female, with the remaining 49.5% being male. There is no data known to be held in relation of other gender identities.

Source: ONS Census, 2011 - neighbourhood statistics for residents aged 16 to 74

A White Paper published in December 2018 (Help shape our future: the 2021 Census of population and housing in England and Wales) sets out the Office for National Statistics' (ONS) recommendations for what the census should contain and how it should operate. The White Paper recommends that the census in 2021 includes a question about gender identity, asking respondents whether their gender is the same as the sex they were registered as at birth. The question will be separate from the question about sex (i.e., whether the respondent is male or female), which will be phrased in the same way as previous years. There is currently no official data about the size of the transgender population (the word 'transgender' is used here to describe people whose gender identity does not match the sex they were assigned at birth). The Government Equalities Office (GEO) has said that there may be 200,000 to 500,000 transgender people in the UK, but stresses that we don't know the true population because of the lack of robust data. The ONS has identified user need for official estimates in order to support policy-making and monitor equality duties.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Age

Spelthorne has a slightly lower population of under-30s (34%) compared to the rest of the country (37%), and a slightly higher population of 30-69 year olds (42%) compared with the UK average of (40%), The number of 70+ is 23%, which is broadly in line with the rest of the UK (24%).

Source: <https://commonslibrary.parliament.uk/local-data/constituency-statistics-population-by-age/>

Ethnicity

The ethnic make-up of Spelthorne is largely in line with the UK average, although we have more residents who identify as Asian and fewer residents who identify as Black than the national average.

Ethnic group	Spelthorne		Region	UK
	Number	%	%	%
White	83,455	87.3%	90.7%	87.2%
Mixed	2,382	2.5%	1.9%	2.0%
Asian	7,295	7.6%	5.2%	6.9%
Black	1,545	1.6%	1.6%	3.0%
Other	921	1.0%	0.6%	0.9%
Total	95,598	100.0%	100.0%	100.0%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/demography/constituency-statistics-ethnicity/>

Disability

As of July 2019 there were around 2,020 PIP claimants in Spelthorne constituency. In comparison, there was an average of 2,500 claimants per constituency across the South East. Within Spelthorne, psychiatric disorders were the most common reason for claiming PIP. They accounted for 37% of awards, compared to 36% in Great Britain. 'Psychiatric disorders' include anxiety and depression, learning disabilities and autism. The second most common reason for awards was musculoskeletal disease (general), which accounted for 17% of awards within the constituency and 21% in Great Britain. Musculoskeletal disease (general) includes osteoarthritis, inflammatory arthritis and chronic pain syndromes.

Source:

<http://data.parliament.uk/resources/constituencystatistics/personal%20independence%20payment/PIP%20claimants%20in%20Spelthorne.pdf>

Religion

Residents of Spelthorne predominately identify themselves as either Christian or having no religion. There is a smaller Muslim population compared with the national average, but a larger Hindu and Sikh population.

	Constituency		Region	UK
	Number	%	%	%
Has religion	67,392	70.5%	65.0%	66.7%
of which				
Christian	60,954	63.8%	59.8%	58.8%
Muslim	1,808	1.9%	2.3%	4.5%
Hindu	2,332	2.4%	1.1%	1.4%
Buddhist	420	0.4%	0.5%	0.4%
Jewish	206	0.2%	0.2%	0.4%

Sikh	1,325	1.4%	0.6%	0.7%
Other	347	0.4%	0.5%	0.4%
No religion	21,511	22.5%	27.7%	26.1%
Not stated	6,695	7.0%	7.4%	7.2%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/constituency-data-religion/>

Sexual orientation

There is no accurate dataset which can be used to reflect solely Spelthorne. The White Paper recommends asking a new question about sexual orientation. The ONS has identified a user need for better data on sexual orientation – particularly for small areas – to inform policy-making and service provision, as well as monitoring equality duties. The ONS has previously used the Annual Population Survey (APS) to estimate the size of the lesbian, gay and bisexual (LGB) population in the UK. According to these estimates, just over 1 million people identified as LGB in 2016 (around 2% of the population). However, the sample population used in the APS isn't big enough to provide robust estimates of the LGB population in smaller areas.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Marriage / Civil Partnership

More people in Spelthorne are married compared to the rest of England and Wales, and fewer people identify as single.

Marital Status	Spelthorne		England and Wales	
All usual residents aged 16+	78,089		45,496,780	
Single (never married or never registered a same-sex civil partnership)	24,562	31%	15,730,275	35%
Married	38,984	50%	21,196,684	47%
In a registered same-sex civil partnership	153	0%	104,942	0%
Separated (but still legally married or still legally in a same-sex civil partnership)	2,042	3%	1,195,882	3%
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	6,870	9%	4,099,330	9%
Widowed or surviving partner from a same-sex civil partnership	5,478	7%	3,169,667	7%

Has there been any consultation with, or input from, customers / service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please list which specific groups or communities you are going to consult with and when.

None

Are there any complaints, compliments, satisfaction surveys or customer feedback that could help inform this assessment? If yes, what do these tell you?

None

Step 3 – Identifying the negative impact.

a. Is there any negative impact on individuals or groups in the community?

Barriers:

What are the potential or known barriers/impacts for the different 'equality strands' set out below? Consider:

- **Where** you provide your service, e.g. the facilities/premises;
- **Who** provides it, e.g. are staff trained and representative of the local population/users?
- **How** it is provided, e.g. do people come to you or do you go to them? Do any rules or requirements prevent certain people accessing the service?
- **When** it is provided, e.g. opening hours?
- **What** is provided, e.g. does the service meet everyone's needs? How do you know?

* Some barriers are justified, e.g. for health or safety reasons, or might actually be designed to promote equality, e.g. single sex swimming/exercise sessions, or cannot be removed without excessive cost. If you believe any of the barriers identified to be justified then please indicate which they are and why.

Solutions:

What can be done to minimise or remove these barriers to make sure everyone has equal access to the service or to reduce adverse impact? Consider:

- Other arrangements that can be made to ensure people's diverse needs are met;
- How your actions might help to promote good relations between communities;
- How you might prevent any unintentional future discrimination.

Equality Themes

Barriers/Impacts identified

**Solutions
(ways in which you could mitigate the impact)**

<p>Age (including children, young people and older people)</p>	<p>ARAP generally have good command of the English language but dependents may be in need of language support.</p> <p>Many children of ARAP will also need support to cope with parental separation, parental death, and cope with some household members who may have mental health issues or misuse alcohol.</p>	<p>The North Surrey Family Support Team will assist households with applying to local schools / seek English tutoring.</p> <p>The North Surrey Family Support Team will work with the family as a unit and the children individually to understand and address support needs. The North Surrey Family Support Team will make appropriate referrals to the appropriate organization to support family recovery. Safeguarding of children will be a priority.</p>
<p>Disability (including carers)</p>	<p>Anecdotally we know that physically disabled people accessing settled accommodation have much more limited options available to them.</p>	<p>When sourcing properties, the Council will ensure properties are suitably adapted for households. Homes England are undertaking a matching exercise to ensure properties are suitable for the families that arrive, this will ensure properties are matched to meet the support needs of each family.</p>
<p>Gender (men and women)</p>	<p>Accompanying partners of ARAP may be in need of language support.</p> <p>The Home Office reports 90% of women in Afghanistan have experienced at least one form of domestic violence (17% have experienced sexual violence and 52% physical violence). 92% of 15-49 year old women believe that a husband is justified in beating his wife. Many women will need support with domestic violence.</p> <p>Opportunities to learn English and for integration may be more challenging for women who traditionally may be more home based.</p>	<p>The North Surrey Family Support Team will assist households with applying for language courses and seeking English tutoring.</p> <p>The North Surrey Family Support Team will make appropriate referrals to the appropriate organization to support victims of domestic abuse. Safeguarding of adults will be a priority.</p> <p>The NESFT will source volunteers who can provide English lessons to women at home or in groups where appropriate. Women will be encouraged to attend English classes and can be supported by NESFT to attend.</p>
<p>Race (including Gypsies & Travellers and Asylum Seekers)</p>	<p>Some participating local authorities reported issues of racism within the community.</p>	<p>The North Surrey Family Support Team will work with the family and the Council to address any issues of racism or harassment in the borough</p>

Religion or belief (including people of no religion or belief)	The majority of ARAP are Sunni Muslims, but participating local authorities report that in their experience, many ARAP are not practising Muslims.	The North Surrey Family Support team will ensure families are connected to local community and faith-based groups. This will help integrate families into the community and identify suitable places of worship as well as specific regional food shops. Although there is not a dedicated mosque in Spelthorne, Ashford and Staines Community Centre offer daily prayer facilities for the Muslim community. Additionally, mosques are available in nearby Hounslow.
Gender Re-assignment (those that are going through transition: male to female or female to male)	No negative impacts have been identified.	N/A
Pregnancy and Maternity	No negative impacts have been identified. Afghanistan has one of the highest maternal mortality rates in the world. Families will be unfamiliar with services for pregnant women in the UK.	The NEFST will support families to access maternity provision as early as possible where appropriate.
Sexual orientation (including gay, lesbian, bisexual and heterosexual)	No negative impacts have been identified.	N/A

Step 4 – Changes or mitigating actions proposed or adopted

Having undertaken the assessment are there any changes necessary to the existing service, policy, function or procedure? What changes or mitigating actions are proposed?

No changes required.

Step 5 – Monitoring


How are you going to monitor the existing service, function, policy or procedure ?

The service will be operationally monitored by the North Surrey Family Support team. The service will be strategically monitored by Spelthorne Borough Council's Strategic Housing Group who meet monthly.

Part C - Action Plan

Barrier/s or improvement/s identified	Action Required	Lead Officer	Timescale
n/a	n/a	n/a	n/a

Equality Analysis approved by:

Group Head: 	Date: 18/08/2021
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Please send an electronic copy of the Equality Analysis to the Equality & Diversity Team and ensure the document is uploaded to the EA Register which will be available to the public:

This Equality Analysis Template is the intellectual property of The National Equality Analysis Support Service Ltd (NEASS) and must not be distributed to or used by any other private or public body, any commercial organisation or any third party without the express permission of NEASS who can be contacted on:

**The National Equality Analysis Support Service Ltd
71 – 75 Shelton Street,
Covent Garden
London WC2H 9JQ**

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Web: www.equalityanalysis.org.uk



Home Office



Ministry of Housing,
Communities &
Local Government

To: All Council Leaders and Chief Executives in England, Scotland and Wales;
Chair of the Northern Ireland Cross Organisational Strategic Planning Group (Afghan Refugees)

13 September 2021

AFGHAN RESETTLEMENT AND RELOCATION

Since we last wrote to you, we have been delighted to see so many local authorities come forward with offers of support for Afghan citizens and their families who are seeking to rebuild their lives in the UK. We are grateful for this positive response and would like to thank all local authorities across the country that have already provided offers of support, assistance, and accommodation.

But now we must go further. There are many thousands of Afghan families who in recent weeks arrived as part of our Afghanistan relocation programme, many of whom have found homes and a warm welcome from local authority partners across the UK. However, many are in interim hotel accommodation, unable to settle, find jobs and send their children to school.

If every council agreed to resettle a number of Afghan families today, we would quickly be able to provide the warm welcome that those families already here deserve. With funding now in place, we expect to see many more firm offers of support coming forward at pace, from local authorities across the whole of the United Kingdom. We would both like to see offers from all UK councils within the next ten days.

New funding in place to welcome Afghan families to the UK

Today, we have formally announced the details of the Afghan Citizens Resettlement Scheme (ACRS) and how this interacts with the existing Afghan Relocations and Assistance Policy (ARAP) scheme. This letter contains further detail how local authorities can offer their support.

Afghan Citizens Resettlement Scheme (ACRS)

The ACRS will welcome up to 5,000 people in the first year, up to a total of 20,000 over the coming years, leading the way in the global response to the humanitarian situation in Afghanistan. The scheme will provide vulnerable refugees from Afghanistan and those put at risk by recent events in Afghanistan with a route to safety. The scheme will prioritise:

- those who have assisted the UK efforts in Afghanistan and stood up for values such as democracy, women's rights and freedom of speech, rule of law (for example, judges, women's rights activists, journalists); and
- vulnerable people, including women and girls at risk, and members of minority groups at risk (including ethnic and religious minorities and LGBT+).

Some of those who arrived in the UK under the evacuation programme, which included individuals who were considered to be at particular risk – including women's rights activists, prosecutors and journalists – will be the first to be resettled under the ACRS. People who were notified by the UK

government that they had been called forward or specifically authorised for evacuation, but were not able to board flights, will also be offered a place under the scheme if they subsequently come to the UK.

Further detail is being published today on GOV.uk.

Afghan Relocations and Assistance Policy (ARAP)

This ACRS will be separate from, and in addition to, the Afghan Relocations and Assistance Policy (ARAP), which offers eligible current or former locally employed staff who are assessed to be under serious threat to life priority relocation to the UK. Since the first flight landed on 22 June, we have welcomed around 7,000 Locally Employed Staff and their families under the ARAP scheme, including around 5,000 people who were evacuated during August.

Integration package

Those arriving through either ARAP or ACRS will be granted immediate Indefinite Leave to Remain allowing them to benefit from full rights and entitlements and providing them with the certainty and stability they need to build their life here.

We are pleased to confirm that the integration packages for the ACRS and ARAP will be aligned, providing one comprehensive offer to individuals, local authorities and mainstream services. A generous resettlement package has been developed to support ARAP/ACRS arrivals to acclimatise to the UK, learn the language (where appropriate), and find work, thus enabling rapid self-sufficiency and social integration in UK communities.

The Government will match the tariff for the successful Syrian Vulnerable Persons Resettlement Scheme (VPRS) to provide a complete package covering health, education and integration support costs. The core local authority tariff of £20,520 per person will be provided over a shorter period of three years (unlike the five-year VPRS provision), enabling more funding in those crucial early years to support resettled Afghans to integrate into British society and become self-sufficient more quickly. We expect the tariff for each person to be frontloaded in year one, to deliver the vital support needed in the early stages of resettlement, tapering down over the remaining years. As with the VPRS, additional tariffs for health, English language and education services will also be provided in year one only.

Full details of the package are annexed to this letter at Annex A, including a table showing the potential profile of the fund over three years. The full package will cover:

- £20,520 to cover the local authority welcome, integration offer and provision of services
- up to £4,500 per child to cover education provision, subject to their age (year one only)
- £850 to cover English language provision, for adults requiring this support (year one only)
- £2,600 to cover health provision (year one only)

We have also agreed a further £20m fund of flexible funding in the current financial year (2021/22) to support local authorities with higher cost bases with any additional costs in the provision of services.

Further accommodation funding and support

This Government is committed to resettling up to 5,000 people through the ACRS over the coming year and the need for suitable accommodation to support resettlement is pressing. Government has already announced an additional £5m housing fund to help local authorities provide the necessary housing and support for ARAP families and minimise their stays in short-term emergency accommodation.

We can today confirm that the Government is now increasing that funding to £10m in the first year and extending it with £5m available in year 2 and £2m in year 3. This will provide local authorities with longer-term certainty that there will be funding to draw on if needed. In addition to ARAP families, the funding will also be available for local authorities to draw on if they bring forward offers of homes for the families who were brought to the UK as part of the evacuation and who will be the first to be resettled under the ACRS.

Civil society have a crucial role to play in the welcome and support of newcomers to the UK. The Community Sponsorship Scheme enables groups of friends and neighbours, charities and faith groups to support a refugee family as they restart their new lives in our country. Many local authorities have supported the resettlement of Syrian and other refugees through community sponsorship, successfully complementing their own efforts.

We strongly encourage local authorities to promote and support local community sponsor groups, and advocate partnership working with local volunteer groups at this critical time. Advice and information for local authorities is available from Reset, the UK Community Sponsorship hub, at www.resetuk.org.

Seeking your urgent offers of support for Afghan families

With confirmation of this integration and funding package, we now expect that many more local authority offers of accommodation and welcome will be forthcoming. We still have large numbers of Afghan people in hotels and short-term accommodation across the country. We would quickly be able to provide the guarantee of a new life if every local authority in the UK stepped forward and agreed to resettle those families already here.

We cannot fulfil the UK's duty to these people without your vital support and we will continue to work in partnership with all local authorities.

Therefore, to reiterate, now that the funding is in place, we would both like to see offers from councils within ten days.

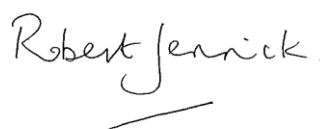
Local authorities seeking to make a firm offer of support should first contact their own local Strategic Migration Partnership. Contact details for the 11 Strategic Migration Partnerships across England, Wales and Scotland, are attached at Annex B. We also welcome confirmation from the Executive Office on Northern Ireland's position.

In the meantime, we will continue to listen to your feedback and our cross-Government teams will continue to engage with local authorities and stand ready to answer any questions you may have.

We are grateful for your continued support and the continued joint efforts as we work in partnership to fulfil our moral duty to those who have fled Afghanistan, many of whom have stood shoulder to shoulder with our armed forces and now seek a new life in the UK.



RT HON PRITI PATEL
Home Secretary



RT HON ROBERT JENRICK MP
Secretary of State for Housing,
Communities and Local Government

ANNEX A

Integration package for Afghan citizens and other refugees resettled under ARAP and ACRS

ACRS/ARAP	Year 1	Year 2	Year 3	Total
LA Tariff [per person]	£10,500	£6,000	£4,020	£20,520
Education [per child]	Up to £4,500			Up to £4,500
English Language [per adult]	£850			£850
Health [per person]	£2,600			£2,600

The integration package being put in place covers:

1. Status

- All those who are resettled, whether they have arrived through ARAP or ACRS, will benefit from full rights and entitlements through Indefinite Leave to Remain, providing them with the certainty and stability they need to build their life here.

2. Caseworker support

- All families will have access to a caseworker to help them navigate, access and register with mainstream services (including schools' registration, GP registration, Job Centre Plus appointments and utility registration). The caseworker will also provide advice around and referral to appropriate mental health services.

3. Accommodation

- For those evacuated, immediate quarantine accommodation (also known as 'managed quarantine service' or MQS) and temporary accommodation (whilst waiting for permanent accommodation) will be provided and paid for by the Government.
- For all new arrivals, permanent accommodation will be found and furnished appropriately including white goods. Individuals will cover rental costs themselves using Universal Credit, Housing Benefit or other income.

4. Education

- School places will be provided and nursery places for 2-4 year olds facilitated.
- Further education will be available for 16-19 year olds.
- Those aged 19 and over are also eligible for access to funding for Further Education places.
- In line with the VPRS, a tariff of up to £4,500 per child aged 5-18 years old and £2,250 for ages 3-5), additional to the local authority tariff, will also be provided in year one.
- Also in line with the VPRS, local authorities will receive £850 per adult to provide additional support for English language learning. Where eligible, adults will also have access to mainstream Adult Education Budget funding.

5. Health services

- A health tariff of £2,600 per person in year one only, additional to the local authority tariff, will be provided to support access to mainstream health and mental health services for arrivals settled with local authorities.

6. Benefits and Employment support

- All adults will have recourse to public funds and the immediate right to work.
- DWP will be providing tailored onsite support in the bridging hotels and arranging follow up appointments.

- All adults will have access to their own work coach (once a UC claim is successfully made). This includes personalised and tailored coaching and support to access the full range of DWP support. It also includes an automatic referral to the National Careers Service Skill Audit to understand immediate skills levels and jobs that may be available.
- DWP and the Refugee Employment Network (REN) will work together with local partners to build better links between jobcentres and the organisations supporting integration in local areas. DWP and REN are also coordinating external offers of employment support and jobs. The REN is a network of over 120 organisations supporting refugees and those on resettlement schemes to access appropriate, fulfilling, paid employment or self-employment.

7. Small cash payment

- Where necessary, arrivals will receive weekly cash and rent support up to the day before the first UC payment is due, in order to maintain continuity of support. The amount of support received will be dependent on circumstances - £59.20 per week (for single adults under 25); £74.70 per week (for single adults over 25); £117.40 per week (for couples); £37.75 per week (for children) – together with £15 per person per day for rent until they receive the UC Housing element.

In addition to the above support package:

- We have also agreed a further £20m fund of flexible funding in the current financial year (2021/22) to support local authorities with higher cost bases with any additional costs in the provision of services.
- We are also considering what enhanced integration support could be made available to help with longer term integration and employment once immediate needs have been met.
- We are working to ensure effective transfer of individual information gained whilst in Managed Quarantine Service (MQS) to the relevant agencies as individuals depart for their next location.
- We are creating a portal where the many offers of support from individuals, organisations and businesses can be registered. This portal is already available to submit offers of housing and work is now underway to expand this to further offers, such as job opportunities, professional skills training or donations of items like clothes or toys.
- Whilst many individuals will require the full support provided here, some may not have the same needs. We are exploring options to manage this difference in need.

ANNEX B

Contact details for Strategic Migration Partnerships

East of England	malgorzata.strona@eelga.gov.uk
East Midlands	brein.fisher@emcouncils.gov.uk
London	mark.winterburn@london.gov.uk
North East	janine_hartley@middlesbrough.gov.uk
North West	katie.jones@manchester.gov.uk
South East	roymillard@secouncils.gov.uk
South West	bronwyn.prosser@swcouncils.gov.uk
West Midlands	dally.panesar@wolverhampton.gov.uk
Yorkshire & Humber	David.2.Brown@migrationyorkshire.org.uk
Scotland	andrew@cosla.gov.uk
Wales	wsmcentraladmin@wlgagov.uk emma.maher@wlga.gov.uk

Community Wellbeing & Housing Committee



28 September 2021

Title	Capital Monitoring Report 2021/22 – Q1 June 2021
Purpose of the report	To note the above for the Community Wellbeing & Housing Committee
Report Author	Paul Taylor Chief Accountant
Ward(s) Affected	All Wards
Corporate Priority	Financial Sustainability
Recommendations	<p>This is an abridged copy of the full report to be submitted to the Corporate Policy & Resources Committee at their meeting on 4 October and just shows the capital projects that fall under the Community Wellbeing & Housing Committee's remit.</p> <p>The Committee is asked to note the current level of underspend on capital expenditure against its Capital Programme provision as at 30 June 2021.</p> <p>Also, it has not been possible to disaggregate the housing element of the Elmsleigh project for 91/92 High Street for this report, therefore, the whole scheme is shown under Economic Development.</p>

1. Key issues

- 1.1 The Capital Monitoring report covers the cumulative actual expenditure to date, against the cumulative Council approved capital programme budget and compares this against the latest forecast outturn from Officers.
- 1.2 For the quarter ended 30 June 2021 our approved Capital Expenditure Programme for the Community Wellbeing & Housing Committee was £303,971k0m. The latest forecast outturn position is £302,681k, giving a projected aggregate underspend of (£290k) as per appendix B
- 1.3 In arriving at the cumulative expenditure to date, the Finance Team account for capitalised borrowing costs, salaries, and all costs of acquisition on each development project.
- 1.4 The ongoing delays in the overall progress of a couple of our development projects, due to the Council moratorium is likely to put additional pressure on our revenue budgets, as the CIPFA Code indicates that the Council should suspend capitalisation of borrowing costs during extended periods in which it suspends active development of qualifying assets.

1.5 It is anticipated that any continued delay will cost approximately £40k per month (i.e., approximately £480k per annum).

2. Variance analysis

2.1 We report on any significant projected variance over £50k or 20% of budget, whichever is the highest, by committee as follows:

2.2 Community Wellbeing & Housing – projected net underspend (£290k)

- (a) Benwell 1 (£2,700k) projected underspend with project almost completed, noting that this was offset by a £623k overspend on the purchase of the land and building for Benwell 1 and 2
- (b) Bugle (£672k) projected underspend negotiations are still ongoing between the Administrator and our Legal department to close the project.
- (c) Victory Place (Ashford Hospital) £1,470k projected overspend due to changes in initial scheme, with a revised specification for heat pumps, PV's, green roof, and future proofed electric car chargers. Noting that a revised budget of £27,505k was submitted for approval to the Development Subcommittee to cover these changes to the original proposal.
- (d) Whitehouse Hostel £356k overspend due to the pandemic, updated specification, with (£308k) of additional funding obtained from S106 and Better Care to meet the majority of the additional costs incurred.
- (e) Whitehouse Land £299k overspend from July 2017, noting that the land has been split 50:50 between the residential and hostel elements of this project.
- (f) Ashford MSCP £233k projected overspend to allow for the basement scheme to be included in the design phase.
- (g) Community Centre Projects £60k projected overspend to be funded by revenue underspend in the repairs and maintenance budget.
- (h) Thameside House the net project underspend between the land and construction costs is below the reporting limit. However, final scheme spend will depend on what is agreed after reviewing the viability of reducing the height of the scheme.
- (i) West Wing the projected overspend is below the reporting limit.

3. Financial implications

3.1 Once a project is completed, any underspend on the approved Capital Programme enables the Council to invest the monies to gain additional treasury management investment income or to fund additional schemes.

3.2 Working closely with our Treasury Management advisors, officers are currently saving the Council more than £1,300k per annum in interest charges, through prudent use of short-term interest rates to fund regeneration development projects.

3.3 Upon completion of each project, officers obtain fixed rate interest loans to significantly reduce the Council's exposure to risk of future interest rate rises over the next 50 years.

4. Other considerations

4.1 None.

5. Equality and Diversity

5.1 Not Applicable.

6. Sustainability/Climate Change Implications

6.1 Not Applicable.

7. Timetable for implementation

7.1 Not applicable

Background papers: There are none.

Appendices:

Appendix A – Detailed Capital Monitoring Report by Committee at 30 June 2021.

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CAPITAL MONITORING REPORT AT 30 JUNE 2021

Portfolio / Service Head	Cost Centre	Description	Revised Cumulative Budget 2017-25	Actuals Cumulative 2017-22	Managers Projected Outturn at 30 June	Budget vs Outturn Variance	Comments
<u>Housing Investment Programme</u>							
<u>Community Wellbeing & Housing- DFG</u>							
Karen Sinclair & De	40203	Disabled Facilities Mandatory	943,200	164,760	943,200	-	Unspent Grant c/f from previous year 2020-21
Karen Sinclair & De	40204	Disabled Facilities Discretion	29,600	-	29,600	-	Will be spent later in the financial year
<u>Net Cost of Disabled Facilities Grants</u>			<u>972,800</u>	<u>164,760</u>	<u>972,800</u>	<u>-</u>	
Total For HIP			972,800	164,760	972,800	-	

CAPITAL MONITORING REPORT AT 30 JUNE 2021

Portfolio / Service Head	Cost Centre	Description	Revised Cumulative Budget 2017-25	Actuals Cumulative 2017-22	Managers Projected Outturn at 30 June	Budget vs Outturn Variance	Comments
Community Wellbeing & Housing							
Heather Morgan	41024	SpelthorneLeisurCenDevelopment	40,420,000	2,065,235	40,420,000	-	Planning consent granted 23 June 21. Contractor appointment to be confirmed by Full Council on 15 July 21.
Karen Sinclair & De	41622	Affordable Housing Opportunity	1,000,000	-	1,000,000	-	To be used towards Affordable Housing purchases by Knowle Green Estates
Heather Morgan	42034	Community Centre Projects	230,000	260,542	290,000	60,000	Fordbridge refurbishment work started 4 January 2021 and has been now completed. Awaiting final invoices and project retention. Overspend to be funded from Repairs & Maintenance budget as a revenue contribution to capital.
Heather Morgan	41328	Ashford MSCP	15,267,000	40,005	15,500,000	233,000	Fee budget paper for £267k to be submitted in July for consideration by Dev Subcommittee. This is for non basement scheme. Forecast is total cost to complete basement scheme.
Heather Morgan	42039	Bugle	2,400,000	1,688,093	1,728,100	(671,900)	Project has been completed, subject to final negotiations with the firm of administrators and our legal department.
Heather Morgan	42042	Benwell House I	13,800,000	10,934,611	11,100,000	(2,700,000)	Phase 1 completed with 41 out of 56 units now occupied. Programme board approval required to take P2 scheme to planning committee. Forecast is for completion of P1.
		Benwell Land & Building cost Phase 1	10,123,100	10,746,000	10,746,000	622,900	Land acquired on 30/09/17.
	Memorandum Item	Whitehouse Hostel - Land Acquisition Phase A	750,750	900,000	900,000	149,250	Land acquired on 31/07/17
	Memorandum Item	Whitehouse (Residential) - Land Acquisition Phase B	750,750	900,000	900,000	149,250	Same parcel of Land as Phase A above
Heather Morgan	42052	Whitehouse - Design Fees & Construction Phase B	2,990,000	378,484	2,990,000	-	The proposed residential scheme will not proceed until the Local Plan is adopted. Forecast does not show current scheme completion estimate prior to Council approval.
Heather Morgan	42054	Thameside House	54,430,000	1,250,405	54,500,000	70,000	Planning application submitted in March 20. Planning decision in abeyance until moratorium lifted. Demolition in delay until planning approval. Demolition and construction budgets at risk due to ongoing delays. Forecast based on current design which is subject to change depending on the viability evaluation of reducing the number of stories
	Memorandum Item	Thameside House Land & Building cost	9,860,000	9,700,000	9,700,000	(160,000)	£9.7m including acquisition costs.
Heather Morgan	42055	West Wing	5,780,000	5,341,608	5,850,000	70,000	Project due for completion early August. The making good for water damaged units progressing well. £21.3k Housing funded expenditure & £47.4k additional funding required to fund overspend.
Heather Morgan	42056	Whitehouse Hostel - Phase A	4,417,000	4,261,532	4,773,000	356,000	Construction started Q1 2020 with project completion early Aug. Delay due to COVID-19, upgrade of specifications to include sprinklers and delay by utility providers. S106 funding provided and applied in 2020-21 (£2m). Better Care funding of £116k, £56.7k from housing & £135k additional funding required to fund overspend.
Heather Morgan	42057	Victory Place (Ashford Hospital car park site)	25,930,000	1,292,769	27,400,000	1,470,000	Assumes Full Council approval, following Sub-Committee approval for Air Source Heat Pumps, PV's, green roof and future proofed electric car chargers. Approved scheme cost of £27.505m 15/7/21 at full Council.
	Memorandum Item	Victory Place - Land & Building Costs	5,260,000	5,260,000	5,260,000	-	Phase 1 complete.
Heather Morgan	42060	Oast House	105,200,000	21,265,432	105,200,000	-	At the feasibility stage and costs likely to remain within original budget and will be reassessed once the optimal scheme has been established as part of the planning process
Heather Morgan	42062	Harper House Redevelopment	3,390,000	2,760,180	3,451,000	61,000	Over spend caused by the pandemic and additional costs of furnishings and internet services required by Metropolitan Thames Valley Housing, which was substantially covered by the additional funding from both Better Care contributing £23.4k & a from Housing for £27.8k, making a total contribution toward the over spend of £51.2k.
Total			301,998,600	79,044,896	301,708,100	(290,500)	

Community Wellbeing & Housing Committee



28 September 2021

Title	Q1 Revenue Monitoring Report as at 30 June 2021
Purpose of the report	To note
Report Author	Paul Taylor Chief Accountant
Ward(s) Affected	All Wards
Exempt	No
Corporate Priority	Financial Sustainability
Recommendations	<p>The Committee is asked to note the forecast outturn for 2021/22 as at 30 June 2021 and the full variances by cost centre reported in appendix C3 below.</p> <p>(Please note that the individual committees will receive the relevant section of this report at their next meeting, noting that some may receive it before and some after this committee formally meets).</p>
Reason for Recommendation	Not applicable

1. Key issues

- 1.1 This report provides a summary of the forecast outturn position for the financial year 2021-22 as at 30 June, for the Community Wellbeing & Housing Committee which is showing a projected net overspend of £271k.
- 1.2 The net under recovery of income is further broken down to show the impact of COVID-19 on the Council forecast outturn position
- (a) COVID-19 – a projected net under recovery of income of £399k.
 - (b) Non COVID-19 a projected net underspend of (£128k).

The forecast outturn shows the projected impact of COVID-19 on Cost of Services is mainly an under recovery of fees, charges, and income for our Day Centres and Leisure Centres, together with significant underspends all shown below in section 2.

2. Significant Forecast Budget (under)/overspends at year end.

- 2.1 Noting that we are only providing commentary for those budget lines with £20k or more variance.

- 2.2 A projected net overspend and under recovery of income of £271k and the significant net variances are as follows:
- (a) Day Centres - a net projected overspend of £117k, which was due to the following
 - i) £279k under recovery of income due to the pandemic, offset by
 - ii) (£76k) underspend in costs due to the pandemic and
 - iii) (£86k) underspend due to unfilled vacancies, caused by the pandemic.
 - (b) People & Partnerships – a net overspend of £24k which was due to the following:
 - i) (£15k) underspend due to an unfilled vacancy
 - (c) Housing Needs – a projected net overspend of £23k due mainly to the approved increased hours worked by the Group Heads during the pandemic, which have now ceased.
 - (d) Homelessness – a net projected overspend of £19k which was due to the following:
 - i) A net projected under spend of (£617k) due to a temporary halt to the Rent Assured Scheme following excess work pressure in the department.
 - ii) A net projected under recovery of income of £6464k in forecast Rent Assured income, due to a temporary halt in services.
 - (e) Housing Benefit Admin – an under spend and over recovery of income of (£121k) mainly due to:
 - i) A projected underspend of (£81k) which we are aiming to fill in the autumn.
 - ii) A projected over recovery of income due of (47k) because of two new burdens received.
 - (f) Leisure Administration – projected underspend of (£44k) due to unfilled vacancies and a new staffing structure being considered.
 - (g) Spelthorne Leisure Centre – net projected overspend of £297k which is due to the following
 - i) A projected net overspend of £444k, which includes the Sport England Grant paid over to the operator and additional support provided to the operator.
 - ii) (£127k) projected over recovery of income following a successful application for grant funding from Sport England.
 - iii) A projected over recovery of income of (£20K) due to an increase in nurse income

3. Other considerations

3.1 None.

4. Equality and Diversity

4.1 Not applicable.

5. Sustainability/Climate Change Implications

5.1 Not applicable.

6. Timetable for implementation

6.1 Not applicable

Background papers: There are none.

Appendices:

Appendix C3 – Net Revenue Budget Monitoring for the Neighbourhood Services Committee at 30 June 2021.

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Community Wellbeing & Housing

Results to 30-Jun-21	Budget Revised £	Forecast Outturn £	COVID-19 Variance £	Non-COVID-19 Variance £	Total Variance to Revised £	Comments
Employees	118,900	113,500	0	(5,400)	(5,400)	
Other Expenditure	83,300	83,300	0	0	0	
Income	(205,000)	(205,000)	0	0	0	
Span	(2,800)	(8,200)	0	(5,400)	(5,400)	
Employees	440,800	427,300	0	(13,500)	(13,500)	
Other Expenditure	19,900	25,000	0	5,100	5,100	
Income	(20,000)	(25,400)	0	(5,400)	(5,400)	
Community Care Administration	440,700	426,900	0	(13,800)	(13,800)	
Employees	621,400	534,900	(86,500)	0	(86,500)	Vacant posts in the community centres which are being recruited for now that lockdown is over.
Other Expenditure	292,000	215,900	(76,100)	0	(76,100)	Expenditure lower due to closure of Community Centres as a result of COVID-19 restrictions.
Income	(394,200)	(115,000)	279,200	0	279,200	Income impacted by closure of Community Centres due to COVID-19. Losses for first three months will be partially offset by the Sales, Fees and Charges 71.25% COVID-19 reimbursement grant
Community Centres	519,200	635,800	116,600	0	116,600	
Employees	162,300	164,400	0	2,100	2,100	
Other Expenditure	87,400	87,800	0	400	400	
Income	(184,400)	(184,400)	0	0	0	
Meals on Wheels	65,300	67,800	0	2,500	2,500	
Employees	577,200	577,900	0	700	700	
Other Expenditure	12,400	12,400	0	0	0	
Income	(589,600)	(590,300)	0	(700)	(700)	
Family Support Team	0	0	0	0	0	
Employees	58,800	44,200	0	(14,600)	(14,600)	Vacancies. Team structure currently under review
Other Expenditure	40,800	40,800	0	0	0	
Income	0	0	0	0	0	
People & Partnerships	99,600	85,000	0	(14,600)	(14,600)	

Appendix C3						
Community Wellbeing & Housing						
Results to	Budget	Forecast	COVID-19	Non-COVID-19	Total Variance	Comments
30-Jun-21	Revised	Outturn	Variance	Variance	to Revised	
	£	£	£	£	£	
Employees	0	0	0	0	0	
Other Expenditure	258,500	258,500	0	0	0	
Income	0	0	0	0	0	
General Grants	258,500	258,500	0	0	0	
Employees	0	0	0	0	0	
Other Expenditure	13,000	13,000	0	0	0	
Income	0	0	0	0	0	
Research & Consultation	13,000	13,000	0	0	0	
Employees	1,354,300	1,376,800	27,795	(5,295)	22,500	Overspend due to Group Heads working additional hours due to COVID-19. This arrangement ended 30/06/2021
Other Expenditure	63,900	64,800	0	900	900	
Income	(2,000)	(2,000)	0	0	0	
Housing Needs	1,416,200	1,439,600	27,795	(4,395)	23,400	
Employees	176,900	167,800	0	(9,100)	(9,100)	
Other Expenditure	4,102,000	3,484,500	0	(617,500)	(617,500)	Lower expenditure forecasted, due to Rent Assure Scheme being temporarily on hold due to high workloads in the team, offset by reduced income below.
Income	(3,680,000)	(3,034,365)	0	645,635	645,635	Lower expenditure & Income forecasted, due to Rent Assure Scheme being temporarily on hold due to high workloads in the team
Homelessness	598,900	617,935	0	19,035	19,035	
Employees	612,800	532,000	0	(80,800)	(80,800)	Aiming to fill vacant posts in the autumn
Other Expenditure	41,700	47,800	0	6,100	6,100	
Income	(300,000)	(346,500)	0	(46,500)	(46,500)	Additional New Burdens grants received
Housing Benefits Admin	354,500	233,300	0	(121,200)	(121,200)	
Employees	0	0	0	0	0	
Other Expenditure	28,672,000	28,672,000	0	0	0	
Income	(28,621,000)	(28,621,000)	0	0	0	
Housing Benefits Payments	51,000	51,000	0	0	0	
Employees	304,300	259,900	(44,400)	0	(44,400)	Team structure currently under review following the pandemic
Other Expenditure	11,200	11,600	0	400	400	
Income	0	0	0	0	0	
Leisure Administration	315,500	271,500	(44,400)	400	(44,000)	

Appendix C3						
Community Wellbeing & Housing						
Results to	Budget	Forecast	COVID-19	Non-COVID-19	Total Variance	Comments
30-Jun-21	Revised	Outturn	Variance	Variance	to Revised	
	£	£	£	£	£	
Employees	0	0	0	0	0	
Other Expenditure	57,600	501,500	443,900	0	443,900	Includes Sport England Grant £127k paid to operator, and additional council approved support provided to the operator.
Income	(260,300)	(407,300)	(147,000)	0	(147,000)	Includes unbudgeted £127k grant funding from Sport England offsetting spend and projected income £20k above budget on leisure centre income share and nursery income.
Spelthorne Leisure Centre	(202,700)	94,200	296,900	0	296,900	
Employees	12,600	12,600	0	0	0	
Other Expenditure	4,300	4,300	0	0	0	
Income	(3,100)	(3,100)	0	0	0	
Resource Centre	13,800	13,800	0	0	0	
Employees	1,600	1,600	0	0	0	
Other Expenditure	22,900	23,200	0	300	300	
Income	(7,100)	(7,100)	0	0	0	
Sports and Active Lifestyle	17,400	17,700	0	300	300	
Employees	0	0	0	0	0	
Other Expenditure	0	0	0	0	0	
Income	(46,200)	(46,200)	0	0	0	
Sunbury Golf Club	(46,200)	(46,200)	0	0	0	
Employees	0	0	0	0	0	
Other Expenditure	5,400	6,000	0	600	600	
Income	(8,000)	(8,000)	0	0	0	
Museum	(2,600)	(2,000)	0	600	600	
Employees	0	0	0	0	0	
Other Expenditure	25,900	25,900	0	0	0	
Income	0	0	0	0	0	
Youth	25,900	25,900	0	0	0	
Employees	1,500	1,500	0	0	0	
Other Expenditure	30,800	30,700	0	(100)	(100)	
Income	(3,000)	(3,000)	0	0	0	
Arts Development	29,300	29,200	0	(100)	(100)	
Employees	0	0	0	0	0	
Other Expenditure	7,900	9,500	1,964	(364)	1,600	
Income	(12,900)	(3,900)	0	9,000	9,000	
Public Health	(5,000)	5,600	1,964	8,636	10,600	
Total Employees	4,443,400	4,214,400	(103,105)	(125,895)	(229,000)	
Total Other Expenditure	33,852,900	33,618,500	369,764	(604,164)	(234,400)	
Total Income	(34,336,800)	(33,602,565)	132,200	602,035	734,235	
	3,959,500	4,230,335	398,859	(128,023)	270,835	

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COMMUNITY WELLBEING AND HOUSING COMMITTEE MEETING



28 September 2021

Title	Tenancy Strategy
Purpose of the report	To make a Key Decision
Report Author	Marta Imig, Strategic Lead, Housing
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	<i>N/a</i>
Corporate Priority	Housing
Recommendations	Committee is asked to: Approve the Tenancy Strategy; and To make a recommendation to Corporate Policy and Resources Committee
Reason for Recommendation	This Strategy is a review of the existing Tenancy Strategy, originally introduced in 2012.

1. Key issues

- 1.1 The Council's Tenancy Strategy has not been reviewed since it has been originally introduced in 2012. Within the Housing Strategy, it was stated that the original Tenancy Strategy should be reviewed, to ensure that tenures offered to residents meet local needs.
- 1.2 The revised Strategy is a more comprehensive version of the original document, setting out all types of tenancies permitted within the Borough and the circumstances when those can be offered. The revised draft Strategy focuses on local needs and affordability of housing within the Borough.
- 1.3 A research of affordability of Affordable Housing has been carried out and is attached in Appendix D. The research shows that affordable housing at 80% of market rent is still very expensive within Spelthorne Borough, and not affordable for those on low income or Housing Benefits. Consequently, residents rely on Discretionary Housing Payments (DHP) to cover their rents. Furthermore, DHP is not designed as a long-term support to residents, therefore although it provides temporary support, long term issues of affordability remain.
- 1.4 The proposed revised version of the Tenancy Strategy has been drafted based on the input from a consultation of all Registered Providers (RPs) operating within Spelthorne Borough as well as Knowle Green Estates, and it

seeks to lower the maximum affordable rent to up to 70% of market rent (which is currently at up to a maximum of 80% of market rent).

2. Options analysis and proposal

Option 1: To reject the Tenancy Strategy

The revised Strategy will not apply, and the existing Tenancy Strategy will remain in force.

Option 2: To adopt the proposed Version 1 of Tenancy Strategy (recommended)

The adoption of the revised Tenancy Strategy will ensure that tenancies are offered fairly and consistently across the Borough by Registered Providers (RPs) and Knowle Green Estates. The Strategy will seek to deliver new tenancies for re-lets, as well as new build properties to be offered to the residents at up to 70% of market rent. This would enable to offer affordable rent to greater number of applicants.

Option 3: To adopt the proposed Version 2 of Tenancy Strategy

The adoption of the revised Tenancy Strategy will ensure that tenancies are offered fairly and consistently across the Borough by RPs and Knowle Green Estates. The Strategy will seek to deliver new tenancies for new build properties to be offered to the residents at up to 70% of market rent, while existing properties will continue to be re-let at up to 80% of market value.

Option 4: Adopt an alternative Tenancy Strategy

There remains the possibility of adopting an alternative Tenancy Strategy, should Committee consider it appropriate.

3. Financial implications

- 3.1 The revised Tenancy Strategy offers a reduction in rent for new affordable tenancies to be set at a maximum of 70% of the market value (currently 80%).
- 3.2 This proposed rent reduction will have the biggest impact on Knowle Green Estates (KGE), our largest affordable housing provider within the Borough.
- 3.3 KGE were consulted separately - KGE conducted an assessment of their affordability to deliver affordable housing at rent reduced up to 70% of market rent. The assessment found that it is affordable for KGE to continue delivering affordable housing at rent reduced up to 70% of market rent.

4. Other considerations

- 4.1 The feedback from the consultation of the RPs has been positive, with RPs supporting the proposed tenancy strategy, but concerns have been raised by some providers with regard to the re-lets of the existing properties which have previously been budgeted at up to 80% of market rent, as this may affect the budgets of the RPs. The number of re-lets in the last year has been 175 units across all providers. However, to address this concern we provide as attached two versions of the Strategy for the Committee to consider.
- 4.2 In addition, RPs raised concerns about the developments that have received planning permission prior to the review of the Tenancy Strategy, and had

viability assessed at the rate of up to 80% of market rent. The Tenancy Strategy was amended accordingly, to allow for any developments with planning permission granted prior to the review of the Tenancy Strategy, to enable RPs to continue offering rents at up to 80% of market rent.

- 4.3 At a Surrey Enabling Group on 14 September 2021, attended by representatives of Housing Strategy Managers/Leads, affordability of rents has been discussed and while none of the Borough Councils have yet passed a revised version of their Tenancies Strategies to officially reduce the % of affordable rent charged, it was stated that Waverley Borough Council as well as Guildford Borough Council are working on bringing the changes to reduce their affordable rent to up to 70% of market value. Equally, Woking Borough Council, stated that they recognise the need for the review of their affordable rent position, but have not been able to tackle it yet due to staff shortages. However, Woking Borough Council is now starting the process of reviewing the affordability. Elmbridge Borough Council said that although their policies enable the RPs to charge up to 80% of market rent, in practice it is around 70% mark, as their RPs have struggled to rent units at 80% of market rent.

5. Equality and Diversity

- 5.1 An Equality and Diversity Impact Assessment has been carried out and is provided in Appendix D.

6. Sustainability/Climate Change Implications

- 6.1 The proposed Strategy itself does not have any impact on the Council's sustainability / climate change position.

7. Timetable for implementation

- 7.1 Once adopted, the Strategy will be put into effect immediately.
7.2 This Strategy will be comprehensively reviewed every 5 years.

Background papers: There are none.

Appendices:

List as Appendix A, B etc with a short description of each.

Appendix A: Version 1 Revised Tenancy Strategy

Appendix B: Version 2 Revised Tenancy Strategy

Appendix C: Original Tenancy Strategy

Appendix D: Equality Impact Assessment for Tenancy Strategy

Appendix E: Affordability of Affordable Housing

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SPELTHORNE TENANCY STRATEGY

July 2021

1. Introduction and background

1.1. The Localism Act 2011 (the Act) requires local authorities to publish a Tenancy Strategy setting out the matters which registered providers of social housing (RPS) should have regard to when formulating their policies or their own housing stock relating to: .

- (a) The types of tenancies they grant
- (b) The circumstances in which they will grant a particular type of tenancy
- (c) Where there are fixed term tenancies the length of the term granted
- (d) The circumstances in which they will or will not grant a further tenancy on the termination of an existing fixed tenancy

1.2. The Act introduced a number of new options for RPs including:

- (a) fixed term tenancies rather than secure or assured tenancies
- (b) flexible tenancies which can be for a minimum fixed term of two years
- (c) 'affordable rent' which permits rents to be set at up to 80% of market rent (inclusive of service charges). The introduction of affordable rent made building more new homes possible, allowing more people in housing need to have access to a good quality home at a reduced rent.

1.3. The Act required local authorities to keep the Tenancy Strategy under review. This strategy replaces the Council's Tenancy Strategy, published in 2012 and now includes and applies to Knowle Green Estates Limited (KGE), the Council's housing delivery company .

1.4. Knowle Green Estates Limited whilst not currently a registered provider has agreed to have regard to the Tenancy Strategy in formulating any of its policies relating to its affordable housing stock.

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1.7. This strategy is the result of the review and consultation with RPs operating within Spelthorne Borough and KGE, their views have informed this strategy review. We will continue to work in partnership to ensure that this Tenancy Strategy and local RPs and KGE policies meet local housing needs.

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- a) **Make best use of social housing stock** - to ensure that affordable homes are used as effectively as possible to meet the housing needs of Spelthorne residents where their needs are not met by the private sector. This can be achieved by supporting and enabling existing social housing tenants to move on from affordable housing once they are able to sustain an alternative housing option, such as home ownership or the private rented sector.

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- Enabling the delivery of more affordable homes
- Promoting independence and wellbeing
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4. The Strategy

4.1 The Strategy sets out guidance to RPs and KGE for their own individual Tenancy Policies.

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- Flexible/Fixed Term Tenancies
- Secure/Assured Tenancies
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- Assured Shorthold Tenancies – limited use

4.3 This Strategy aims to define the types of tenancies and will apply to all RPs and KGE providing social and affordable rented properties in Spelthorne Borough. In addition, it also sets out standards expected of all RPs and KGE, who have been consulted during its development. All local RPs and KGE must give due regard to the guidelines set out in the strategy, upon completion of the review consultation.

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4.11 New tenants may be offered a starter tenancy, known as 'probationary tenancy'. These usually last 12 months and are a 'trial' period. The tenant becomes a fixed term tenant after 12 months, unless the RP has either:

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- an assured tenancy - meaning the tenant can remain in the property for the rest of their life
- a fixed-term tenancy - usually lasting for at least 5 years (the RP will decide whether it's renewed based on individual circumstances)

4.13 Upon successful completion of the probationary period, tenants should graduate to the relevant tenancy as set out within the individual RPs tenancy policy.

Fixed Term Tenancies

4.12 The Council considers that fixed-term tenancies provide opportunities to make best use of the limited stock available, as well as opportunities at tenancy renewal to review the existing housing need. Although these tenancies do not offer lifetime security of tenure, in other respects tenants will have similar tenancy rights to assured tenants.

4.13 It is desirable that all new affordable tenancies across the Borough are offered on similar fixed terms, rather than there being a range of terms, which may create confusion for those households relying upon the social housing sector to meet their housing need.

4.14 The Council expects a fixed-term tenancy of five years to be granted to new social housing tenants, after probationary period, with few exceptions. In the authority's view, five-year tenancies give adequate security to most households, as they provide a balance between residents having stability and feeling settled in an area, with the ability to help make tenancies work and be sustainable, as well as making the best use of housing stock retained by the landlord.

4.15 All such tenancies will be subject to review towards the end of the fixed term and, subject to the circumstances of the tenant at that time, a decision will be made as to whether to renew the tenancy for a further fixed-term period, not to renew or to offer an assured tenancy.

4.16 It is essential that RPs clearly communicate renewal terms to new tenants when they are offered fixed-term tenancies, so that they understand that in most circumstances tenancies will be renewed. This will help people, particularly those who are vulnerable, feel connected and settled and contribute to their local areas and to invest in their homes.

4.17 Social housing also comes with responsibilities and there should be a link between expected behaviour and tenancy renewal, which needs to be strongly communicated at the start of the tenancy.

Two-year flexible tenancies

4.18 Although five-year flexible tenancies are recommended as the usual minimum term, two-year tenancies may be offered in certain circumstances. The Council considers that shorter fixed terms may be desirable in a number of exceptional circumstances, as follows:

- Where a short tenancy is being offered for a fixed period and there is no intention to renew
- An offer of accommodation to someone who has lived with a tenant who has died, but is not entitled to succeed to the tenancy, to provide them with some transitional protection² to overcome their bereavement where they are likely to be able to meet their own housing needs in the longer term.

4.19 Shorter tenancies may also be considered in certain circumstances, where an existing five-year tenancy is coming to an end and there is uncertainty about the future needs of the tenant, for example:

- a family where children have been taken into care, and where it is not known if those children will return home
- a family where there is a relationship breakdown and there are ongoing negotiations about residence arrangements for the

² The period of transitional protection would be for two years.

children that could affect the household's future social housing requirements

- a family with adult children at university or living away from home where it is uncertain as to whether the adult children will return to live at home permanently.

4.20 In some instances, a further shorter tenancy may be more appropriate where a tenant has a history of not keeping to the terms of their tenancy agreement.

4.21 These examples do not necessarily cover all types of exceptional circumstance that might arise. Further advice will be available to RPs in the use of discretion for shorter tenancies, if required.

Assured tenancies

4.22 Assured tenancies must be retained for those tenants who held them on the day that section 132 of the Localism Act 2011 came into force.

4.23 The Localism Act requires RPs to offer Secure or Assured tenancies to applicants that were already social tenants before the provisions were enacted, and this applies to mutual exchanges reciprocal moves or moves as a result of major works or regeneration.

4.24 The Council expects that existing Secure and Assured tenants will retain their security of tenure when they choose to move to another social rented home.

4.25 In transfers between tenants with different levels of security, Secure or Assured tenants keep their security of tenure if they swap with a Fixed-term tenant or an Affordable rent tenant. However, it is not guaranteed they will keep the same rent or other tenancy conditions.

4.26 Older people who have reached state retirement age and will occupy a general needs property will always be granted assured tenancies. The terms of sheltered housing and extra care tenancies will remain the same as they are and will be let as assured tenancies.

4.27 Assured tenancies can be used in circumstances where the tenant will require long term affordable housing. This can be due to long term physical or mental ill health.

4.28 Assured tenancies are designed to provide security of tenure and stability to the household in need.

4.29 Assured tenancies for new tenants should be used after a successful probationary tenancy period.

Other tenancies and licences

4.30 There are other types of tenancies and licences that may be used by RPs and KGE in appropriate circumstances. The Council supports the continued use of such tenancies, as set out here, below:

- **Non-Secure Tenancies/ licences** are used for households provided with accommodation under the Council's statutory homelessness duties. They do not offer security of tenure. They last until the Council has discharged its duty to provide temporary accommodation and may be used by the RPs if they provide temporary accommodation for this purpose at the request of the Council.

- **Assured Shorthold Tenancies (ASTs)** are generally used for private sector rented homes, but RPs and KGE may also use them in some circumstances. They are frequently used in supported housing schemes or in general needs accommodation, which is intended for short-term use, for example to help prevent immediate homelessness or where properties are leased for a fixed period

and the landlord needs to be able to offer up vacant possession at the end of the term.

Overview

4.31 Tenants who were awarded their assured tenancy prior to the Localism Act 2011 introduction, will not be affected by any changes brought by the Act and will continue their tenancies under their existing terms and conditions, including the right to buy/right to acquire, succession rights and the right to exchange their tenancy with another assured tenant.

4.32 Where fixed-term tenancies are awarded they should be for at least 5 years and any 'probationary' tenancies should initially be for 12 months, with a possible 6-month extension.

4.33 The flexible tenancy supports the government's aim to move away from the 'tenancy for life' approach and, instead, provide social housing at a time of need and throughout the time of need, rather than permanently. This approach recognises that social housing tenancies are prioritised for those with the greatest current need, such as those who are overcrowded or those facing homelessness.

4.44 The Government's intention is to assist RPs to maximise effective use of their housing stock, and to help more people move on from affordable housing, should their circumstances change, and they become in a position to sustain alternative housing, such as home ownership or accessing the private rented sector.

5. Affordable rent

5.1 Affordable Rented (AR) housing is a model of social housing that can be let at up to 80% of local market rents. This is in contrast to social rented housing, which has to be let at 'target rents' which are set by the

Government and are usually between 40 % and 50 % of market rents. Any increase in rent is to be used to fund new social housing development.

5.2 AR housing is not directly linked to tenancy – it can be offered as a lifetime tenancy or a flexible tenancy. It is important that tenants and prospective tenants understand the difference between AR and social rents. The Council expects RPs to set out their intentions to use ARs in their individual tenancy policies, which may relate household income to eligibility for AR housing.

5.3 The National Planning Policy Framework (NPPF) defines AR housing as: “rented housing let by registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is not subject to the national rent regime but is subject to other rent controls that require a rent of no more than 80 per cent of the local market rent (including service charges, where applicable).”

5.4 All RPs that have entered into development contracts with Homes England and receive grants are required to charge Affordable Rents. It also recommends that when setting rents, RPs take into account the local market context (including the relevant Local Housing Allowance) and wider Benefits’ policy.

5.5 Private rents are extremely high in the Borough. Therefore, the Council wants to ensure that affordable rent levels in Spelthorne remain affordable. The affordable rent model will enable affordable housing providers to set affordable rents for new build properties as well as re-let of existing properties at up to a maximum of 70% of the market rent for a comparable property within the same locality³. Spelthorne’s market rent levels vary between localities, these variations will be reflected in the affordable rents calculated for each locality. However, in no instance will the rents charged

³ Due to introduction of the Localism Bill 2011

for affordable rented properties, exceed the relevant Local Housing Allowance (LHA) rate that is applicable for that property size at the time of rent setting. This is to avoid excessively high affordable rents in high value areas.

5.6 The Council accepts that the AR model will help secure new housing supply. However, we expect developers, KGE and RPs to follow the guidance laid in the Supplementary Planning Document on S.106 sites. This indicates that we expect Affordable rents across the borough to be at a maximum of 70% of a market rent, or LHA rate, whichever is the lowest. Developments with planning permissions granted prior to the review of this Tenancy Strategy, where viability was assessed at up to 80% of market rent, will be permitted to offer AR tenancies up to 80% of market rent.

5.7 Although this guidance is for S.106 sites the Council expects RPs and KGE developing any site, or converting their rents, to abide by the principles set out in this guidance.

5.8 Given the importance of homes being affordable for tenants, the Council considers it essential that RPs and KGE develop approaches to financial inclusion and capability for tenants, ensuring that prospective tenants will be allocated a home they are able to afford in the longer term and financial issues will be addressed at an early stage. Likewise, tenants likely to be affected by welfare reform changes should be given appropriate advice and information.

5.9 Applicants who are officially ineligible for housing, for example foreign nationals who are subject to immigration control and other people from abroad excluded by statute or regulation and do not therefore, have recourse to public funds, will not be nominated for housing by the Council or local providers of affordable housing.

6. Succession

6.1 In some circumstances and depending on the tenancy type, a spouse, partner or any other household member may be entitled to succeed the tenancy. The Localism Act has introduced only one statutory right of succession, to a spouse, partner, or any other household member. Any other successions will be entirely at the discretion of the affordable housing provider in consultation with the Council. All applications to succeed a tenancy will be assessed on a case-by-case basis by RPs.

6.2 All successions to a flexible tenancy will only be for the remainder of the life of that tenancy, and subject to a full review as set out below when the end of the tenancy is due.

7. Tenancy Reviews

7.1 No less than six months before a flexible tenancy is due to end, it will be subject to a review using the criteria detailed below. If it is decided, as a result of the tenancy review, that a tenancy will not be renewed, written notice advising the tenant of such will be served. The notice must contain the reasons for the decision and also notify the tenant of their right to appeal. Should a tenant appeal and fail to have the decision overturned, the landlord will be able to seek possession of the property. The landlord's right of possession may then be challenged in the County Court only on the grounds that the landlord has made a legal error or a material error of fact.

8. Review Criteria

8.1 The tenancy review criteria could include the continuing needs of tenants, any assets they might have accrued or inherited during the period of the tenancy, attitude to work/training opportunities that might have presented themselves during the period of the tenancy and pressures on social housing.

8.2 Tenancies will not normally be extended where one or more the following apply:

- The financial capacity of the tenant/s to secure alternative market accommodation or affordable tenures, under the financial criteria as set out in the Allocation Policy. However, any assessment of financial capacity must be managed in such a manner that ensures it does not act as a disincentive to work.
- The conduct of the tenant throughout the fixed term. This includes any anti-social behaviour issues, rent arrears, or property management issues. In instances that the affordable housing provider wants to refuse a further tenancy due to the conduct of the tenant, they will be expected to provide a detailed record of support and engagement with the tenant to assist them in maintaining their tenancy.
- The property is under-occupied by one bedroom or more.
- The property has been extensively adapted for someone with a disability who no longer lives with the tenant (this allows the property to be released for someone who will benefit from the adaptations).

8.3 The Council recognises that there may be circumstances in which it would be unreasonable to expect someone to move even if the above criteria applied, and would want a tenancy to continue if:

- The tenant is a care leaver and still receiving support from social services because of this.
- The tenant is participating in a family intervention programme or an equivalent programme.

- Other circumstances as deemed appropriate by the RP and KGE

9. Termination of a flexible/fixed term tenancy

9.1 Once the tenancy review is completed, if it is decided that the tenancy will not be renewed, the RP and KGE must serve a written notice advising the tenant of their decision. The notice will contain the reasons for the decision and formally notify the tenant of their right to appeal and the appeal process. It is a legal requirement for the notice to be issued at least six months before the expiry of the tenancy so that the tenant has time to seek advice about their options.

9.2 The RPs have the statutory duty to provide housing advice/support to tenants in this situation. Before a tenancy being terminated, the RP will assist the tenant to explore their options for alternative housing. Such options could include home ownership, a privately rented home or a more suitable affordable rented home. The Council's Housing Options team will also offer housing advice to tenants in this situation if requested.

9.3 The housing officers in the Council Housing Options team will assist tenants with a wide range of advice to help them resolve the issues arising from the termination of their tenancies. This will include signposting to other Council departments where appropriate and to voluntary organisations that may help support people with resolving their housing issues.

9.4 RPs and KGE are asked to notify the Council without delay about tenancies that will not be renewed, subject to the consent of the tenant, as this will help any offer of further assistance if necessary.

9.5 If the tenant refuses to move when the notice period expires, the normal possession procedure will take effect.

10. Appeals

10.1 If a tenant disagrees with the decision reached by their affordable housing provider to terminate their tenancy, they may use the appeal process as follows.

- All applicants have the right to request general information about their tenancy review, including the facts that have been taken into account and the reasons for terminating their tenancies.
- An applicant who is unhappy with a decision made under this policy should in the first instance contact their affordable housing provider, area housing officer to explain why they think that the decision is unreasonable.
- If an applicant wishes to pursue the matter further, they should obtain a copy of their affordable housing provider's appeal process and ensure that they submit an appeal within the stated time limit.
- Where an applicant wishes to appeal the termination of a tenancy and the notice period expires during the period of the appeal, the tenant will be permitted to stay in the property where this is not likely to lead to an unreasonable delay in the property being vacated.
- If the appeal review upholds the decision, the tenant then has recourse to the County Court.
- Should the County Court uphold the decision, the tenant will be obliged to leave the property.

11. Strategy review & monitoring

11.1 The Tenancy Strategy has been developed and reviewed through consultation with RPs and KGE operating within the Borough.

11.2 This strategy may be updated from time-to-time to ensure that any information and links remain relevant and will be further reviewed as circumstances require at regular intervals of not less than every five years. Any material revision to the strategy will be considered in consultation with all relevant parties, who will be given a reasonable timescale to respond and comment as appropriate.

11.3 The responsibility for monitoring the implementation of this strategy is delegated to the Council's Strategic Housing Group (SHG), with periodic updates provided to the Community Wellbeing and Housing Committee. SHG exists to ensure that Spelthorne Borough Council has a focussed strategic approach on housing matters, in order that Spelthorne's housing need is identified and met.

12. Equalities and diversity

12.1 The Tenancy Strategy will be subject to an Equality and Diversity Assessment and the Council expects RPs to carry out their own Equality and Diversity Assessment for their individual tenancy policies.

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SPELTHORNE TENANCY STRATEGY

July 2021

1. Introduction and background

1.1. The Localism Act 2011 (the Act) requires local authorities to publish a Tenancy Strategy setting out the matters which registered providers of social housing (RPS) should have regard to when formulating their policies or their own housing stock relating to: .

- (a) The types of tenancies they grant
- (b) The circumstances in which they will grant a particular type of tenancy
- (c) Where there are fixed term tenancies the length of the term granted
- (d) The circumstances in which they will or will not grant a further tenancy on the termination of an existing fixed tenancy

1.2. The Act introduced a number of new options for RPs including:

- (a) fixed term tenancies rather than secure or assured tenancies
- (b) flexible tenancies which can be for a minimum fixed term of two years
- (c) 'affordable rent' which permits rents to be set at up to 80% of market rent (inclusive of service charges). The introduction of affordable rent made building more new homes possible, allowing more people in housing need to have access to a good quality home at a reduced rent.

1.3. The Act required local authorities to keep the Tenancy Strategy under review. This strategy replaces the Council's Tenancy Strategy, published in 2012 and now includes and applies to Knowle Green Estates Limited (KGE), the Council's housing delivery company .

1.4. Knowle Green Estates Limited whilst not currently a registered provider has agreed to have regard to the Tenancy Strategy in formulating any of its policies relating to its affordable housing stock.

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- an assured tenancy - meaning the tenant can remain in the property for the rest of their life
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4.13 Upon successful completion of the probationary period, tenants should graduate to the relevant tenancy as set out within the individual RPs tenancy policy.

Fixed Term Tenancies

4.12 The Council considers that fixed-term tenancies provide opportunities to make best use of the limited stock available, as well as opportunities at tenancy renewal to review the existing housing need. Although these tenancies do not offer lifetime security of tenure, in other respects tenants will have similar tenancy rights to assured tenants.

4.13 It is desirable that all new affordable tenancies across the Borough are offered on similar fixed terms, rather than there being a range of terms, which may create confusion for those households relying upon the social housing sector to meet their housing need.

4.14 The Council expects a fixed-term tenancy of five years to be granted to new social housing tenants, after probationary period, with few exceptions. In the authority's view, five-year tenancies give adequate security to most households, as they provide a balance between residents having stability and feeling settled in an area, with the ability to help make tenancies work and be sustainable, as well as making the best use of housing stock retained by the landlord.

4.15 All such tenancies will be subject to review towards the end of the fixed term and, subject to the circumstances of the tenant at that time, a decision will be made as to whether to renew the tenancy for a further fixed-term period, not to renew or to offer an assured tenancy.

4.16 It is essential that RPs clearly communicate renewal terms to new tenants when they are offered fixed-term tenancies, so that they understand that in most circumstances tenancies will be renewed. This will help people, particularly those who are vulnerable, feel connected and settled and contribute to their local areas and to invest in their homes.

4.17 Social housing also comes with responsibilities and there should be a link between expected behaviour and tenancy renewal, which needs to be strongly communicated at the start of the tenancy.

Two-year flexible tenancies

4.18 Although five-year flexible tenancies are recommended as the usual minimum term, two-year tenancies may be offered in certain circumstances. The Council considers that shorter fixed terms may be desirable in a number of exceptional circumstances, as follows:

- Where a short tenancy is being offered for a fixed period and there is no intention to renew
- An offer of accommodation to someone who has lived with a tenant who has died, but is not entitled to succeed to the tenancy, to provide them with some transitional protection² to overcome their bereavement where they are likely to be able to meet their own housing needs in the longer term.

4.19 Shorter tenancies may also be considered in certain circumstances, where an existing five-year tenancy is coming to an end and there is uncertainty about the future needs of the tenant, for example:

- a family where children have been taken into care, and where it is not known if those children will return home
- a family where there is a relationship breakdown and there are ongoing negotiations about residence arrangements for the

² The period of transitional protection would be for two years.

children that could affect the household's future social housing requirements

- a family with adult children at university or living away from home where it is uncertain as to whether the adult children will return to live at home permanently.

4.20 In some instances, a further shorter tenancy may be more appropriate where a tenant has a history of not keeping to the terms of their tenancy agreement.

4.21 These examples do not necessarily cover all types of exceptional circumstance that might arise. Further advice will be available to RPs in the use of discretion for shorter tenancies, if required.

Assured tenancies

4.22 Assured tenancies must be retained for those tenants who held them on the day that section 132 of the Localism Act 2011 came into force.

4.23 The Localism Act requires RPs to offer Secure or Assured tenancies to applicants that were already social tenants before the provisions were enacted, and this applies to mutual exchanges reciprocal moves or moves as a result of major works or regeneration.

4.24 The Council expects that existing Secure and Assured tenants will retain their security of tenure when they choose to move to another social rented home.

4.25 In transfers between tenants with different levels of security, Secure or Assured tenants keep their security of tenure if they swap with a Fixed-term tenant or an Affordable rent tenant. However, it is not guaranteed they will keep the same rent or other tenancy conditions.

4.26 Older people who have reached state retirement age and will occupy a general needs property will always be granted assured tenancies. The terms of sheltered housing and extra care tenancies will remain the same as they are and will be let as assured tenancies.

4.27 Assured tenancies can be used in circumstances where the tenant will require long term affordable housing. This can be due to long term physical or mental ill health.

4.28 Assured tenancies are designed to provide security of tenure and stability to the household in need.

4.29 Assured tenancies for new tenants should be used after a successful probationary tenancy period.

Other tenancies and licences

4.30 There are other types of tenancies and licences that may be used by RPs and KGE in appropriate circumstances. The Council supports the continued use of such tenancies, as set out here, below:

- **Non-Secure Tenancies/ licences** are used for households provided with accommodation under the Council's statutory homelessness duties. They do not offer security of tenure. They last until the Council has discharged its duty to provide temporary accommodation and may be used by the RPs if they provide temporary accommodation for this purpose at the request of the Council.

- **Assured Shorthold Tenancies (ASTs)** are generally used for private sector rented homes, but RPs and KGE may also use them in some circumstances. They are frequently used in supported housing schemes or in general needs accommodation, which is intended for short-term use, for example to help prevent immediate homelessness or where properties are leased for a fixed period

and the landlord needs to be able to offer up vacant possession at the end of the term.

Overview

4.31 Tenants who were awarded their assured tenancy prior to the Localism Act 2011 introduction, will not be affected by any changes brought by the Act and will continue their tenancies under their existing terms and conditions, including the right to buy/right to acquire, succession rights and the right to exchange their tenancy with another assured tenant.

4.32 Where fixed-term tenancies are awarded they should be for at least 5 years and any 'probationary' tenancies should initially be for 12 months, with a possible 6-month extension.

4.33 The flexible tenancy supports the government's aim to move away from the 'tenancy for life' approach and, instead, provide social housing at a time of need and throughout the time of need, rather than permanently. This approach recognises that social housing tenancies are prioritised for those with the greatest current need, such as those who are overcrowded or those facing homelessness.

4.44 The Government's intention is to assist RPs to maximise effective use of their housing stock, and to help more people move on from affordable housing, should their circumstances change, and they become in a position to sustain alternative housing, such as home ownership or accessing the private rented sector.

5. Affordable rent

5.1 Affordable Rented (AR) housing is a model of social housing that can be let at up to 80% of local market rents. This is in contrast to social rented housing, which has to be let at 'target rents' which are set by the

Government and are usually between 40 % and 50 % of market rents. Any increase in rent is to be used to fund new social housing development.

5.2 AR housing is not directly linked to tenancy – it can be offered as a lifetime tenancy or a flexible tenancy. It is important that tenants and prospective tenants understand the difference between AR and social rents. The Council expects RPs to set out their intentions to use ARs in their individual tenancy policies, which may relate household income to eligibility for AR housing.

5.3 The National Planning Policy Framework (NPPF) defines AR housing as: “rented housing let by registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is not subject to the national rent regime but is subject to other rent controls that require a rent of no more than 80 per cent of the local market rent (including service charges, where applicable).”

5.4 All RPs that have entered into development contracts with Homes England and receive grants are required to charge Affordable Rents. It also recommends that when setting rents, RPs take into account the local market context (including the relevant Local Housing Allowance) and wider Benefits’ policy.

5.5 Private rents are extremely high in the Borough. Therefore, the Council wants to ensure that affordable rent levels in Spelthorne remain affordable. The affordable rent model will enable affordable housing providers to set affordable rents for new build properties at up to a maximum of 70% of the market rent for a comparable property within the same locality³. Re-let of existing properties can continue to be offered to tenants at up to 80% of market rent. Spelthorne’s market rent levels vary between localities, these variations will be reflected in the affordable rents calculated for each

³ Due to introduction of the Localism Bill 2011

locality. However, in no instance will the rents charged for affordable rented properties, exceed the relevant Local Housing Allowance (LHA) rate that is applicable for that property size at the time of rent setting. This is to avoid excessively high affordable rents in high value areas.

5.6 The Council accepts that the AR model will help secure new housing supply. However, we expect developers, KGE and RPs to follow the guidance laid in the Supplementary Planning Document on S.106 sites. This indicates that we expect Affordable rents across the borough to be at a maximum of 70% of a market rent, or LHA rate, whichever is the lowest. Developments with planning permissions granted prior to the review of this Tenancy Strategy, where viability was assessed at up to 80% of market rent, will be permitted to offer AR tenancies up to 80% of market rent.

5.7 Although this guidance is for S.106 sites the Council expects RPs and KGE developing any site, or converting their rents, to abide by the principles set out in this guidance.

5.8 Given the importance of homes being affordable for tenants, the Council considers it essential that RPs and KGE develop approaches to financial inclusion and capability for tenants, ensuring that prospective tenants will be allocated a home they are able to afford in the longer term and financial issues will be addressed at an early stage. Likewise, tenants likely to be affected by welfare reform changes should be given appropriate advice and information.

5.9 Applicants who are officially ineligible for housing, for example foreign nationals who are subject to immigration control and other people from abroad excluded by statute or regulation and do not therefore, have recourse to public funds, will not be nominated for housing by the Council or local providers of affordable housing.

6. Succession

6.1 In some circumstances and depending on the tenancy type, a spouse, partner or any other household member may be entitled to succeed the tenancy. The Localism Act has introduced only one statutory right of succession, to a spouse, partner, or any other household member. Any other successions will be entirely at the discretion of the affordable housing provider in consultation with the Council. All applications to succeed a tenancy will be assessed on a case-by-case basis by RPs.

6.2 All successions to a flexible tenancy will only be for the remainder of the life of that tenancy, and subject to a full review as set out below when the end of the tenancy is due.

7. Tenancy Reviews

7.1 No less than six months before a flexible tenancy is due to end, it will be subject to a review using the criteria detailed below. If it is decided, as a result of the tenancy review, that a tenancy will not be renewed, written notice advising the tenant of such will be served. The notice must contain the reasons for the decision and also notify the tenant of their right to appeal. Should a tenant appeal and fail to have the decision overturned, the landlord will be able to seek possession of the property. The landlord's right of possession may then be challenged in the County Court only on the grounds that the landlord has made a legal error or a material error of fact.

8. Review Criteria

8.1 The tenancy review criteria could include the continuing needs of tenants, any assets they might have accrued or inherited during the period of the tenancy, attitude to work/training opportunities that might have presented themselves during the period of the tenancy and pressures on social housing.

8.2 Tenancies will not normally be extended where one or more the following apply:

- The financial capacity of the tenant/s to secure alternative market accommodation or affordable tenures, under the financial criteria as set out in the Allocation Policy. However, any assessment of financial capacity must be managed in such a manner that ensures it does not act as a disincentive to work.
- The conduct of the tenant throughout the fixed term. This includes any anti-social behaviour issues, rent arrears, or property management issues. In instances that the affordable housing provider wants to refuse a further tenancy due to the conduct of the tenant, they will be expected to provide a detailed record of support and engagement with the tenant to assist them in maintaining their tenancy.
- The property is under-occupied by one bedroom or more.
- The property has been extensively adapted for someone with a disability who no longer lives with the tenant (this allows the property to be released for someone who will benefit from the adaptations).

8.3 The Council recognises that there may be circumstances in which it would be unreasonable to expect someone to move even if the above criteria applied, and would want a tenancy to continue if:

- The tenant is a care leaver and still receiving support from social services because of this.
- The tenant is participating in a family intervention programme or an equivalent programme.

- Other circumstances as deemed appropriate by the RP and KGE

9. Termination of a flexible/fixed term tenancy

9.1 Once the tenancy review is completed, if it is decided that the tenancy will not be renewed, the RP and KGE must serve a written notice advising the tenant of their decision. The notice will contain the reasons for the decision and formally notify the tenant of their right to appeal and the appeal process. It is a legal requirement for the notice to be issued at least six months before the expiry of the tenancy so that the tenant has time to seek advice about their options.

9.2 The RPs have the statutory duty to provide housing advice/support to tenants in this situation. Before a tenancy being terminated, the RP will assist the tenant to explore their options for alternative housing. Such options could include home ownership, a privately rented home or a more suitable affordable rented home. The Council's Housing Options team will also offer housing advice to tenants in this situation if requested.

9.3 The housing officers in the Council Housing Options team will assist tenants with a wide range of advice to help them resolve the issues arising from the termination of their tenancies. This will include signposting to other Council departments where appropriate and to voluntary organisations that may help support people with resolving their housing issues.

9.4 RPs and KGE are asked to notify the Council without delay about tenancies that will not be renewed, subject to the consent of the tenant, as this will help any offer of further assistance if necessary.

9.5 If the tenant refuses to move when the notice period expires, the normal possession procedure will take effect.

10. Appeals

10.1 If a tenant disagrees with the decision reached by their affordable housing provider to terminate their tenancy, they may use the appeal process as follows.

- All applicants have the right to request general information about their tenancy review, including the facts that have been taken into account and the reasons for terminating their tenancies.
- An applicant who is unhappy with a decision made under this policy should in the first instance contact their affordable housing provider, area housing officer to explain why they think that the decision is unreasonable.
- If an applicant wishes to pursue the matter further, they should obtain a copy of their affordable housing provider's appeal process and ensure that they submit an appeal within the stated time limit.
- Where an applicant wishes to appeal the termination of a tenancy and the notice period expires during the period of the appeal, the tenant will be permitted to stay in the property where this is not likely to lead to an unreasonable delay in the property being vacated.
- If the appeal review upholds the decision, the tenant then has recourse to the County Court.
- Should the County Court uphold the decision, the tenant will be obliged to leave the property.

11. Strategy review & monitoring

11.1 The Tenancy Strategy has been developed and reviewed through consultation with RPs and KGE operating within the Borough.

11.2 This strategy may be updated from time-to-time to ensure that any information and links remain relevant and will be further reviewed as circumstances require at regular intervals of not less than every five years. Any material revision to the strategy will be considered in consultation with all relevant parties, who will be given a reasonable timescale to respond and comment as appropriate.

11.3 The responsibility for monitoring the implementation of this strategy is delegated to the Council's Strategic Housing Group (SHG), with periodic updates provided to the Community Wellbeing and Housing Committee. SHG exists to ensure that Spelthorne Borough Council has a focussed strategic approach on housing matters, in order that Spelthorne's housing need is identified and met.

12. Equalities and diversity

12.1 The Tenancy Strategy will be subject to an Equality and Diversity Assessment and the Council expects RPs to carry out their own Equality and Diversity Assessment for their individual tenancy policies.

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SPELTHORNE TENANCY STRATEGY

December 2012



SPELTHORNE TENANCY STRATEGY

1. Introduction and background

1.1 As part of its package of Localism, Welfare Reform and Austerity measures, the Government is introducing changes to the way in which affordable housing is provided in England. These include changes to the way that affordable housing is funded and also far reaching welfare benefit reforms. In addition as part of the new Localism Bill 2011, the Government is proposing a set of measures, which will allow local authorities and Registered Social Landlords (RSL's) increased flexibility in the way they allocate and provide tenancies. At the heart of this are two key changes.

- The provision of fixed term tenancies for tenants of social housing
- Local authorities/RSL's to have increased flexibility on how they allocate social housing

1.2 These tenancies will in most cases be for a minimum of five years. This is in recognition that currently RSL tenancies are granted to meet an immediate need, such as homelessness or overcrowding, which might change over time resulting in homes being under-occupied or occupied by tenants who could afford to buy a home or rent a home on the open market.

1.3 The Council and its RSL partners welcome the additional flexibility that fixed term tenancies will provide. Providers of affordable housing in the borough will give due regard to our policy when granting tenancies. It should be noted that the Council does not own its own housing stock and is reliant on its RSL partners for properties to allocate to households on the Housing Register.

2. Overview

2.1 The Government change to legislation that allows providers of affordable housing to grant a fixed term tenancy is a change to the current situation, whereby affordable homes are let on what is known as an assured tenancy. An assured tenancy is effectively for life, subject to full payment of rent and compliance with all tenancy conditions.

2.2 Existing tenants who remain in their current affordable homes will not be affected by these changes and will continue their tenancies under their existing terms and conditions, including the right to buy/right to acquire, succession rights and the right to exchange their tenancy with another assured tenant.

2.3 As of 27th February 2012, there are 1,882 households on the Spelthorne Housing Register. Within these figures, 17 households are classified as being in emergency housing need (Band A), 162 households in urgent housing need (Band B) and 1199 households with an identified housing need (Band C).

3. Local Context

- 3.1 Spelthorne is an attractive borough with excellent schools, attractive open spaces and good transport links. The borough benefits from scenic river walks along the banks of the River Thames and is in close proximity to Heathrow which offers good and varied employment opportunities for residents. As such, the demand for housing in the borough is high and like most boroughs in the South East, property prices are high. Levels of home ownership are high at about¹ 77%, 22% rent their home with 9% of these renting from the private sector.
- 3.2 Access to the private rented sector for those on low incomes and benefits has become more difficult due to the changes in housing benefits that were introduced in April 2011.
- 3.3 The supply of affordable rented homes is limited and it is important that the stock that is available is used to its full potential to provide homes for those in the highest housing need who require assistance from the Council.

4. Objectives

- 4.1 The objective of Spelthorne's Tenancy Strategy and each respective RSLs Tenancy Policy is to ensure that the affordable housing stock is used as effectively as possible, to provide homes for Spelthorne residents in housing need who are unable to secure a home that meets their housing needs for themselves in the private sector. This can be achieved if more people can be assisted in moving on from affordable housing once they are in a position to sustain an alternative housing option, such as home ownership or the private rented sector.
- 4.2 The use of fixed term tenancies also provides an opportunity to help address under-occupation by giving the affordable housing providers more opportunity to move people to smaller accommodation when their current accommodation is larger than their actual housing need (i.e. occupying a three bedroom property when their need is only for a two bedroom property). This will release larger properties for those who need them, including overcrowded households. Currently an incentive scheme is in place and a financial reward can be offered to encourage those under occupying properties to move, however neither an RSL nor the Council has the power to require people to move to a smaller home. The RSL's will not be obliged to renew a fixed term tenancy at the end of the term and will support tenants who are under occupying an affordable property to find a more suitable alternative in this situation.
- 4.3 The affordable housing providers will prepare tenants for independence once their situation has improved by making it clear from the start of their tenancy that the arrangement is not necessarily a permanent one/assured lifetime

¹ Figures from Housing Needs & Stock Condition survey undertaken in 2006

tenancy. The Council's Housing Options team will also be available to offer housing advice to tenants when appropriate. While our Tenancy Strategy deals with the granting of tenancies from affordable housing providers, it is important to understand that applicants for affordable housing may also be offered properties/tenancies within the private rented sector.

- 4.4 Currently the majority of affordable housing properties in Spelthorne are let under assured tenancies at target social rents (formerly council housing rents). However, a new type of rent setting regime for affordable housing, known as Affordable Rent was introduced by the Government in 2011, as a new type of tenancy, designed to help address the shortage of affordable homes in England and ensure those in the most need can be housed. Affordable Rents are calculated at up to 80% of the private market rent in the locality they are situated. Although they are more expensive than target social rents, they are more affordable than renting at the full market rent – hence the Government naming them Affordable Rents. An Affordable Rent is usually around 70-80% of the market rent. These will also be a fixed-term tenancy, which is usually a minimum of five years, but in some exceptional circumstances, can be two years. The rent for any property will not exceed the Local Housing Allowance (LHA) rate for the property type in any instance. The percentage of full market rent charged will vary, with the affordable rent for larger family homes (three, four and five bedrooms) likely to be discounted more than one and two bedroom properties to keep within the LHA rates. New affordable housing tenancies offered in Spelthorne will either be under the target social rent regime or the new affordable rent regime, and the rent regime applicable for the tenancy will be made clear to applicants on offer of the tenancy.

5. The Strategy

- 5.1 The Council wants to ensure that affordable rent levels in Spelthorne remain affordable. The affordable rent model will enable affordable housing providers to set affordable rents at up to a maximum of 80% of the market rent for a comparable property within the same locality². Spelthorne's market rent levels vary between localities, these variations will be reflected in the affordable rents calculated for each locality. However, in no instance will the rents charged for affordable rented properties, exceed the relevant Local Housing Allowance (LHA) rate that is applicable for that property size at the time of rent setting. This is to avoid excessively high affordable rents in high value areas.
- 5.2 The Government plans to introduce a universal credit system and benefit cap in April 2013 which will limit the amount of benefit available to families to £500 per week. When setting rents, affordable housing providers should also be mindful of the potential impact of the proposed benefit cap.

² Due to introduction of the Localism Bill 2011

- 5.3 This section sets out the circumstances in which an Assured tenancy will be granted and those in which a fixed term tenancy will be used. This approach takes account of the objectives set out in this document and the continuing rights of existing Assured tenants.
- 5.4 The following will be granted assured tenancies:
- Assured tenants whose tenancy commenced before 1 April 2012 moving to another affordable/social rented property (already protected in law).
 - Older people who have reached state retirement age and will occupy a general needs property. The terms of sheltered housing and extra care tenancies will remain the same as they are and will be let as assured tenancies.
- 5.5 Fixed term tenancies should normally be offered for a minimum period of five years, including any probationary period. The Council is supportive of the use of Starter Tenancies by RSL's. The Council and its RSL partners are of the opinion that the minimum fixed term of two years should only be used in exceptional circumstances, as this is unlikely to encourage a household to invest in their home and community. The Council will require written justification in all instances of RSL's offering two-year tenancies. Two-year tenancies should only be issued where there is a short-term risk that the tenant might no longer require the property within a relatively short time of commencing occupancy, or the property has been identified as being part of a regeneration scheme or other development project. In all other circumstances a fixed term tenancy of five years will be granted for new affordable housing tenancies after April 2012.
- 5.6 Applicants who are officially ineligible for housing, for example foreign nationals who are subject to immigration control and other people from abroad excluded by statute or regulation and do not therefore, have recourse to public funds, will not be nominated for housing by the Council or local providers of affordable housing and will be obliged to seek their own accommodation.

6. Succession

- 6.1 In some circumstances and depending on the tenancy type, a spouse, partner or any other household member may be entitled to succeed the tenancy. The Localism Act has introduced only one statutory right of succession, to a spouse, partner, or any other household member. Any other successions will be entirely at the discretion of the affordable housing provider in consultation with the Council. All applications to succeed a tenancy will be assessed on a case by case basis by the landlord.

6.2 All successions to a flexible tenancy will only be for the remainder of the life of that tenancy, and subject to a full review as set out below when the end of the tenancy is due.

7. Tenancy Reviews

7.1 No less than six months before a flexible tenancy is due to end, it will be subject to a review using the criteria detailed below. If it is decided, as a result of the tenancy review, that a tenancy will not be renewed, written notice advising the tenant of such will be served. The notice must contain the reasons for the decision and also notify the tenant of their right to appeal. Should a tenant appeal and fail to have the decision overturned, the landlord will be able to seek possession of the property. The landlord's right of possession may then be challenged in the County Court only on the grounds that the landlord has made a legal error or a material error of fact.

8. Review Criteria

8.1 The tenancy review criteria could include the continuing needs of tenants, any assets they might have accrued or inherited during the period of the tenancy, attitude to work/training opportunities that might have presented themselves during the period of the tenancy and pressures on social housing.

8.2 Tenancies will not normally be extended where one or more the following apply:

- The financial capacity of the tenant/s to secure alternative market accommodation or affordable tenures, financial criteria as set out in the Choice Based Lettings Partnership Allocation policy. However the Council and its RSL partners are keen to ensure that any assessment of financial capacity is managed in such a manner that ensures it does not act as a disincentive to work.
- The conduct of the tenant throughout the fixed term. This includes any anti-social behaviour issues, rent arrears, or property management issues. In instances that the affordable housing provider wants to refuse a further tenancy due to the conduct of the tenant, they will be expected to provide a detailed record of support and engagement with the tenant to assist them in maintaining their tenancy.
- The property is under-occupied by one bedroom or more.
- The property has been extensively adapted for someone with a disability who no longer lives with the tenant (this allows the property to be released for someone who will benefit from the adaptations).

8.3 The Council recognises that there may be circumstances in which it would be unreasonable to expect someone to move even if the above criteria applied, and would want a tenancy to continue if:

- The tenant is a care leaver and still receiving support from social services because of this.
- The tenant is participating in a family intervention programme or an equivalent programme.
- Other circumstances as deemed appropriate by the RSL/Council:

9. Termination of a flexible tenancy

9.1 When flexible tenancies are coming to an end, it is essential that the tenant is given sufficient notice so that they can seek advice about their options. Accordingly, notice will be served six months before the tenancy is due to end. It is the statutory duty of the affordable housing provider to provide housing advice/support to tenants in this situation. Well in advance of a tenancy being terminated, the affordable housing provider will assist the tenant to explore their options for alternative housing. Such options, could include, home ownership, a privately rented home or a more suitable affordable rented home. The Council's Housing Options team will also offer housing advice to tenants in this situation if requested.

9.2 If the tenant refuses to move when the notice period expires, the normal eviction procedure will take effect.

10. Advice

10.1 The housing officers in the Council Housing Options team will assist tenants with a wide range of advice to help them resolve the issues arising out of the termination of their tenancies. This will include signposting to other Council departments when appropriate and to voluntary organisations that help people with their housing issues. Housing information can also be accessed on Spelthorne Council's website, use the following webpage/link –

<http://www.spelthorne.gov.uk/article/684/Housing>

11. Appeals

11.1 If a tenant disagrees with the decision reached by their affordable housing provider to terminate their tenancy, they may use the appeal process as follows.

- All applicants have the right to request general information about their tenancy review, including the facts that have been taken into account and the reasons for terminating their tenancies.

- An applicant who is unhappy with a decision made under this policy should in the first instance contact their affordable housing provider, area housing officer to explain why they think that the decision is unreasonable.
- If an applicant wishes to pursue the matter further, they should obtain a copy of their affordable housing provider's appeal process and ensure that they submit an appeal within the stated time limit. For reference the majority stock holding RSL in Spelthorne, state that an appeal must be put in writing within 21 days of receiving notice that the tenancy is not to be renewed. The same RSL states, in cases that a new tenant wishes to appeal against the type of tenancy offered to them or the length of the fixed term tenancy they have five working days to do so from the time they first receive the offer.
- Where an applicant wishes to appeal the termination of a tenancy and the notice period expires during the period of the appeal, the tenant will be permitted to stay in the property where this is not likely to lead to an unreasonable delay in the property being vacated.-
- If the appeal review upholds the decision, the tenant then has recourse to the County Court.
- Should the County Court uphold the decision, the tenant will be obliged to leave the property.

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Equality Analysis

Directorate: Community Wellbeing	Lead Officer: Marta Imig
Service Area: Housing Strategy & Policy	Date completed: 02 July 2021
Service / Function / Policy / Procedure to be assessed: Tenancy Strategy	
Is this: New / Proposed <input type="checkbox"/> Existing/Review <input checked="" type="checkbox"/> Changing <input type="checkbox"/>	Review date: The strategy will be comprehensively reviewed not later than every 5 years

Part A – Initial Equality Analysis to determine if a full Equality Analysis is required.

What are the aims and objectives/purpose of this service, function, policy or procedure?

The Housing Strategy 2020-25 sets the strategic direction for the Council in its ambition that local residents have access to suitable and affordable housing options locally.

The final strategy contains three strategic priorities, and an associated Action Plan:

1. Enabling the delivery of more affordable homes across a range of tenures.
2. Promote independence and wellbeing to enable residents to remain living independently.
3. Prevent homelessness and rough sleeping.

Within the Housing Strategy, there is a specific action under priority 1 that proposes Spelthorne Borough Council will review the Council current tenancy strategy. The aim of this is to engage with Registered Providers in a more proactive way, encourage new providers to the area, and to ensure social landlords are offering tenures which meet local need.

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Please indicate its relevance to any of the equality duties (below) by selecting Yes or No?

	Yes	No
Eliminating unlawful discrimination, victimisation and harassment		✓
Advancing equality of opportunity	✓	
Fostering good community relations	✓	

If not relevant to any of the three equality duties and this is agreed by your Head of Service, the Equality Analysis is now complete - please send a copy to **NAMED OFFICER**. **If relevant**, a Full Equality Analysis will need to be undertaken (PART B below).

PART B: Full Equality Analysis

Step 1 – Identifying outcomes and delivery mechanisms (in relation to what you are assessing)

<p>What outcomes are sought and for whom?</p>	<p>The main outcome of the strategy is to ensure that all registered providers operating in the borough of Spelthorne have due regard to the Council’s tenancy strategy, when meeting their duty to state what types of tenancies they will grant, in which circumstances these different types of tenancies will be granted, the length of any fixed-term tenancies they will grant, and in what a circumstances a new tenancy will be given should any fixed-term tenancy expire. Furthermore, the strategy aims to ensure that affordable housing is available and delivered in Spelthorne to meet local housing need.</p> <p>Affected groups will include (not exhaustive):</p> <ul style="list-style-type: none"> • Partners involved in the delivery of affordable housing in Spelthorne, such as Registered Providers, property developers, health and social care providers; • Those who are unable to access the housing market locally due to high property prices and increasing rents; • Housing Options Staff at Spelthorne Borough Council.
<p>Are there any associated policies, functions, services or procedures?</p>	<p>Housing Act 1996 (as amended by various) Housing Strategy 2020-2025 Homelessness and Rough Sleeping Strategy 2020-2025 Corporate Plan Capital Strategy Local Plan Economic Development Strategy Asset Management Plan</p>
<p>If partners (including external partners) are involved in delivering the service, who are they?</p>	<p>Whilst partners have a role in delivering affordable housing in Spelthorne, the overall strategy and it’s implementation is the responsibility of Spelthorne Borough Council.</p>

Step 2 – What does the information you have collected, or that you have available, tell you?

What evidence/data already exists about the service and its users? (in terms of its impact on the ‘equality strands’, i.e. race, disability, gender, gender identity, age, religion or belief, sexual orientation, maternity/pregnancy, marriage/civil partnership and other socially excluded communities or groups) and **what does the data tell you?** e.g. are there any significant gaps?

General Spelthorne context

Almost half of Surrey’s 20 most deprived super output areas are in Spelthorne. Three are in the ward of Stanwell North, two in Ashford North and Stanwell South and one in each of Ashford East and Sunbury Common. Spelthorne has the highest number of lone parent families and the highest level of child poverty in Surrey; it also has the highest under-18 conception rate in the county. That said, residents are largely healthy, with life expectancy for both males and females slightly above the national average.

Although the number of VAT and/or PAYE-registered business has fallen slightly over the past four years, Spelthorne has a low rate of unemployment: 1.4% of those economically active aged 16 to 64, compared to the South East (2.2%) and UK as a whole (3.5%). Heathrow Airport is a significant local employer, with 8.3% of Spelthorne’s working population employed there. Significantly, 21.5% of those in work in Stanwell North are in low level employment compared to an average of 11.6% in Surrey. Average wages are slightly above regional averages at £630 per week for full-time employees.

Whilst house prices remain well above the national average, most residents are owner-occupiers (73%), followed by private rented (13%) and social rented (12%).

Gender / gender identity

Census data from 2011 shows that 50.5% of residents in Spelthorne were female, with the remaining 49.5% being male. There is no data known to be held in relation of other gender identities.

Source: ONS Census, 2011 - neighbourhood statistics for residents aged 16 to 74

A White Paper published in December 2018 (Help shape our future: the 2021 Census of population and housing in England and Wales) sets out the Office for National Statistics’ (ONS) recommendations for what the census should contain and how it should operate. The White Paper recommends that the census in 2021 includes a question about gender identity, asking respondents whether their gender is the same as the sex

they were registered as at birth. The question will be separate from the question about sex (i.e., whether the respondent is male or female), which will be phrased in the same way as previous years. There is currently no official data about the size of the transgender population (the word 'transgender' is used here to describe people whose gender identity does not match the sex they were assigned at birth). The Government Equalities Office (GEO) has said that there may be 200,000 to 500,000 transgender people in the UK, but stresses that we don't know the true population because of the lack of robust data. The ONS has identified user need for official estimates in order to support policy-making and monitor equality duties.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Age

Spelthorne has a slightly lower population of under-30s (34%) compared to the rest of the country (37%), and a slightly higher population of 30-69 year olds (42%) compared with the UK average of (40%), The number of 70+ is 23%, which is broadly in line with the rest of the UK (24%).

Source: <https://commonslibrary.parliament.uk/local-data/constituency-statistics-population-by-age/>

Ethnicity

The ethnic make-up of Spelthorne is largely in line with the UK average, although we have more residents who identify as Asian and fewer residents who identify as Black than the national average.

Ethnic group	Spelthorne		Region	UK
	Number	%	%	%
White	83,455	87.3%	90.7%	87.2%
Mixed	2,382	2.5%	1.9%	2.0%
Asian	7,295	7.6%	5.2%	6.9%
Black	1,545	1.6%	1.6%	3.0%
Other	921	1.0%	0.6%	0.9%
Total	95,598	100.0%	100.0%	100.0%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/demography/constituency-statistics-ethnicity/>

Disability

As of July 2019 there were around 2,020 PIP claimants in Spelthorne constituency. In comparison, there was an average of 2,500 claimants per constituency across the South East. Within Spelthorne, psychiatric disorders were the most common reason for claiming PIP. They accounted for 37% of awards, compared to 36% in Great Britain. 'Psychiatric disorders' include anxiety and depression, learning disabilities and autism. The second most common reason for awards was musculoskeletal disease (general), which accounted for 17% of awards within the constituency and 21% in Great Britain. Musculoskeletal disease (general) includes osteoarthritis, inflammatory arthritis and chronic pain syndromes.

Source: <http://data.parliament.uk/resources/constituencystatistics/personal%20independence%20payment/PIP%20claimants%20in%20Spelthorne.pdf>

Religion

Residents of Spelthorne predominately identify themselves as either Christian or having no religion. There is a smaller Muslim population compared with the national average, but a larger Hindu and Sikh population.

	Constituency		Region	UK
	Number	%	%	%
Has religion	67,392	70.5%	65.0%	66.7%
of which				
Christian	60,954	63.8%	59.8%	58.8%
Muslim	1,808	1.9%	2.3%	4.5%
Hindu	2,332	2.4%	1.1%	1.4%
Buddhist	420	0.4%	0.5%	0.4%
Jewish	206	0.2%	0.2%	0.4%
Sikh	1,325	1.4%	0.6%	0.7%
Other	347	0.4%	0.5%	0.4%
No religion	21,511	22.5%	27.7%	26.1%
Not stated	6,695	7.0%	7.4%	7.2%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/constituency-data-religion/>

Sexual orientation

There is no accurate dataset which can be used to reflect solely Spelthorne. The White Paper recommends asking a new question about sexual orientation. The ONS has identified a user need for better data on sexual orientation – particularly for small areas – to inform policy-making and service provision, as well as monitoring equality duties. The ONS has previously used the Annual Population Survey (APS) to estimate the size of the lesbian, gay and bisexual (LGB) population in the UK. According to these estimates, just over 1 million people identified as LGB in 2016 (around 2% of the population). However, the sample population used in the APS isn't big enough to provide robust estimates of the LGB population in smaller areas.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Marriage / Civil Partnership

More people in Spelthorne are married compared to the rest of England and Wales, and fewer people identify as single.

Marital Status	Spelthorne		England and Wales	
	Number	%	Number	%
All usual residents aged 16+	78,089		45,496,780	
Single (never married or never registered a same-sex civil partnership)	24,562	31%	15,730,275	35%
Married	38,984	50%	21,196,684	47%
In a registered same-sex civil partnership	153	0%	104,942	0%

Separated (but still legally married or still legally in a same-sex civil partnership)	2,042	3%	1,195,882	3%
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	6,870	9%	4,099,330	9%
Widowed or surviving partner from a same-sex civil partnership	5,478	7%	3,169,667	7%

Has there been any consultation with, or input from, customers / service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please list which specific groups or communities you are going to consult with and when.

A consultation with Knowle Green Estates and all registered providers who currently operate in Spelthorne is to be held in July 2021.

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Are there any complaints, compliments, satisfaction surveys or customer feedback that could help inform this assessment? If yes, what do these tell you?

None

Step 3 – Identifying the negative impact.

a. Is there any negative impact on individuals or groups in the community?

Barriers:

What are the potential or known barriers/impacts for the different 'equality strands' set out below? Consider:

- **Where** you provide your service, e.g. the facilities/premises;
- **Who** provides it, e.g. are staff trained and representative of the local population/users?
- **How** it is provided, e.g. do people come to you or do you go to them? Do any rules or requirements prevent certain people accessing the service?
- **When** it is provided, e.g. opening hours?
- **What** is provided, e.g. does the service meet everyone's needs? How do you know?

* Some barriers are justified, e.g. for health or safety reasons, or might actually be designed to promote equality, e.g. single sex swimming/exercise sessions, or cannot be removed without excessive cost. If you believe any of the barriers identified to be justified then please indicate which they are and why.

Solutions:

What can be done to minimise or remove these barriers to make sure everyone has equal access to the service or to reduce adverse impact? Consider:

- Other arrangements that can be made to ensure people's diverse needs are met;
- How your actions might help to promote good relations between communities;
- How you might prevent any unintentional future discrimination.

Equality Themes	Barriers/Impacts identified	Solutions (ways in which you could mitigate the impact)
Age (including children, young people and older people)	Young people aged 16-17 cannot hold tenancies and so housing options are severely limited. Older people may be less likely to access our	Young people aged 16-17 receive enhanced services via the Surrey Joint Protocol. They have access to specialist young peoples homelessness accommodation. Older people have greater access to social housing

	<p>services when needed.</p> <p>Those aged 18-39 may have reduced access to social or affordable housing as a result of welfare policies as well as local landlord policies (age restrictions)</p>	<p>via age restrictions across the A2Dominion stock.</p> <p>Spelthorne Borough Council has a Discretionary Housing Payment pot which this group can access in case of hardship. Under the Spelthorne Borough Council Housing Strategy 2020-25, A2Dominion have agreed to a comprehensive review of age restrictions in Spelthorne.</p>
Disability (including carers)	<p>Anecdotally we know that physically disabled people accessing settled accommodation in Spelthorne have much more limited options available to them in relation to settled accommodation due to potential property adaption requirements.</p>	<p>See action 1.3 of the Homelessness and Rough Sleeping Strategy 2020-2025 – we will review the availability of accessible accommodation options for this affected group. Spelthorne Borough Council are also currently considering a disposal protocol which will help inform an acquisition delivery programme. If this policy is approved, it will ensure that the Council maximises opportunities to support physically disabled people into affordable settled adapted accommodation that meets their needs. Equally, those who may not have a physical disability but are instead impacted by severe anxiety, depression or poor mental health may have specific property requirements, such as, the need for homes on lower floor levels, sound proofing rooms or homes within a quieter part of the Borough. With a disposal protocol and property acquisition policy, the Council will be able to secure dispersed affordable homes that will potentially meet with some of these more specialised needs.</p>
Gender (men and women)	<p>No negative impacts have been identified.</p>	<p>n/a</p>
Race (including Gypsies & Travellers and Asylum Seekers)	<p>Accommodation for people seeking asylum is the responsibility of the Home Office.</p> <p>Provision for pitches for gypsies and travelling showpeople are dealt with under the Local Plan.</p>	<p>n/a</p>
Religion or belief (including people of no religion or belief)	<p>No negative impacts have been identified.</p>	<p>n/a</p>

Gender Re-assignment (those that are going through transition: male to female or female to male)	No negative impacts have been identified.	n/a
Pregnancy and Maternity	No negative impacts have been identified.	n/a
Sexual orientation (including gay, lesbian, bisexual and heterosexual)	No negative impacts have been identified.	n/a

Step 4 – Changes or mitigating actions proposed or adopted

Having undertaken the assessment are there any changes necessary to the existing service, policy, function or procedure? What changes or mitigating actions are proposed?

No changes required.

Step 5 – Monitoring

How are you going to monitor the existing service, function, policy or procedure ?


The Housing Strategy 2020-25 including the action plan and tasks within it will be monitored by the Council’s Strategic Housing Group who meet monthly.

Part C - Action Plan

Barrier/s or improvement/s identified	Action Required	Lead Officer	Timescale
n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a

n/a	n/a	n/a	n/a
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Equality Analysis approved by:

Group Head: 	Date: 28/07/2021
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Please send an electronic copy of the Equality Analysis to the Equality & Diversity Team and ensure the document is uploaded to the EA Register which will be available to the public:

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How affordable are Affordable Homes in Spelthorne?

June 2021

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I. Introduction

1.1 Affordable rent is a form of social housing, which was introduced in 2011 as the main type of affordable housing supply. Affordable rented homes are let by local authorities or registered providers, to households who are eligible for social housing. Affordable rent is subject to rent controls that require rent to be set at up to 80% of the local market rent (including service charges, where applicable).

1.2 In general terms, residents are eligible for affordable housing if they cannot afford to rent or buy housing supplied by the private sector. The provision of affordable housing is a key element of the Government's plan to end the housing crisis, tackle homelessness and provide aspiring homeowners with a step onto the housing ladder.

1.3 Spelthorne Borough Council transferred all its housing stock to A2Dominion Housing Group in 1996. This means that there is no 'Council housing' in Spelthorne. Affordable housing in Spelthorne is provided by housing associations - A2Dominion, Metropolitan Thames Valley Housing, Paragon Housing, Notting Hill Genesis, London & Quadrant, and by the Council owned housing company, Knowle Green Estates (KGE).

1.4 Affordable Housing can only be accessed by registering on the Council's Housing Register. There are a range of affordable housing for rent options, including: Social Rent, Affordable Rent, Key Worker housing, Sheltered Housing and Extra Care Housing.

1.5 Applications on the Housing Register are assessed and prioritised in accordance with the Housing Allocations Policy. The Council has rights to 'nominate' applicants for affordable housing vacancies with housing associations. However, at present the demand for affordable housing

significantly outstrips supply, so many applicants will not receive an offer of affordable housing.

1.6 The Applicants can also express interest in available properties through a 'bidding' process. This is known as 'choice-based lettings'. The Council has a choice-based lettings system called SEARCH Moves.

II. Affordable Housing Options in Spelthorne

2.1 Affordable Housing is defined as housing for sale or rent, for those whose needs are not met by the market. At Spelthorne the offer of affordable housing falls within the following definitions:

- (a) Affordable housing for rent meets all of the following conditions:
 - (i) the rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable);
 - (ii) the landlord is a registered provider or voluntary affordable housing provider and;
 - (iii) it includes provisions to remain at an affordable price for future eligible households.

- (b) Affordable routes to home ownership: housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low-cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent).

2.3 This report focuses on affordable rent only.

III. Regional and national statistics.

3.1 In the 2011 census, Spelthorne's population was 95,598 and is made up of approximately 51% females and 49% males. The average age of

people in Spelthorne is 40. Census 2021 data is not yet available, the initial findings will be published in March 2022 and final data release is planned for March 2023.

3.2 Almost half of Surrey's 20 most deprived super output areas are in Spelthorne. Three are in the ward of Stanwell North, two in Ashford North and Stanwell South and one in each of Ashford East and Sunbury Common. Spelthorne has the highest number of lone parent families and the highest level of child poverty in Surrey; it also has the highest under-18 conception rate in the county. That said, residents are largely healthy, with life expectancy for both males and females slightly above the national average.

3.3 Spelthorne's rate of unemployment is at 3.7% of those economically active aged 16 to 64, compared to the UK (4.5%). Significantly, 21.5% of those in employment in Stanwell North are in low level employment compared to an average of 11.6% in Surrey. Average wages are slightly above regional averages at £630 per week for full-time employees. Heathrow Airport is a significant local employer, with 8.3% of Spelthorne's working population employed there. Due to the impact of COVID-19, passenger numbers at Heathrow Airport were reduced by 82% in October 2020 compared to the previous year. Consequently, companies operating at Heathrow Airport have furloughed a significant number of staff for 1 month each, between 1 December 2020 and 31 March 2021. This decision is likely to pave the way for more permanent job losses, as it is very unlikely that the 2019 level of demand for air travel will return for several years, if ever.

3.4 Whilst house prices remain well above the national average, most residents are owner-occupiers (73%), followed by private rented (13%) and social rented (12%).

3.5 The average household income in Spelthorne, is £55,752 - which is in the lower end when compared to other boroughs in Surrey. But this is offset by the comparatively low average price for a similar size property in comparison to other areas of Surrey.

3.6 Surrey average salary:

The average salary ranges between £30.8k in Epsom and Ewell to £52.7k in Reigate and Banstead. In 2020, the UK average salary was £38.6k.

Area	Average salary in 2020 ^{1 2}
Epsom and Ewell	£30.8k
Waverley	£34.3k
Spelthorne	£37.3k
Tandridge	£38.0k
Guildford	£42.5k
Mole Valley	£43.1k
Elmbridge	£45.5k
Runnymede	£47.9k
Surrey Heath	£48.3
Woking	£51.6k
Reigate and Banstead	£52.7k
United Kingdom	£38.6k

3.7 Surrey unemployment comparison:

The unemployment rate ranges between 2.5% in Runnymede to 3.7% in Spelthorne. The UK unemployment rate is 4.5%

¹ Gross average salary is calculated for full-time employees. Employee has to be in the same job for over 12 months. The data collected is Tax Year Ending and was published in November 2020.

² Source: <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

Area	Unemployment rate in 2020 ³
United Kingdom	4.5%
Spelthorne	3.7%
Woking	3.5%
Elmbridge	3.4%
Reigate and Banstead	3.4%
Surrey Heath	3.3%
Tandridge	3.1%
Waverley	3%
Guildford	3%
Mole Valley	3%
Epsom and Ewell	2.9%
Runnymede	2.5%

3.8 Spelthorne Education Statistics

These statistics are for the highest-level education obtained by the residents of Spelthorne and are from the UK Census of 2011.

QUALIFICATION	SPELTHORNE	SURREY	ENGLAND
No Qualifications	20.4%	15.9%	22.5%
GSCE	16.1%	12.2%	13.3%
A level	16.1%	15.3%	15.2%
Apprenticeship	3.9%	2.9%	3.6%
Undergraduate Degree	11.4%	12.3%	12.4%
Postgraduate Degree and above	25.9%	36.2%	27.4%
Other ⁴	6.2%	5.1%	5.7%

³ Source: <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

Whilst unemployment levels are very low in regional terms and there are high levels of economic activity in the local labour market, the skill levels and consequently incomes are well below average for the wider area.

3.9 Spelthorne Property Ownership & Rental Statistics

Spelthorne has a higher rate of home ownership, either outright or via a mortgage than the national average, which suggests that Spelthorne is a relatively affluent area⁵.

TENURE	SPELTHORNE	SURREY	ENGLAND
Owned	33.9%	34.8%	30.6%
Mortgage	38.6%	38.1%	32.8%
Shared Accommodation	1.4%	1%	0.8%
Social Rented (Council)	1.6% ⁶	4.9%	9.4%
Social Rented (Housing Assoc)	10.8%	6.5%	8.3%
Private Rented	11.7%	12.2%	15.4%
Other	0.9%	1.3%	1.4%
Rent Free	1%	1.2%	1.3%

3.10 Spelthorne Benefits and Unemployment Statistics

After the introduction of Universal Credit, the government no longer publishes unemployment figures as a percentage of the working population and has no

⁴ includes vocational or work-related qualifications, and for foreign qualifications where an equivalent qualification was not indicated

⁵ Source: UK Census of 2011

⁶ Spelthorne Borough Council (SBC) has a low percentage of Council-owned socially rented housing in comparison to regional/national levels because SBC transferred its stock to A2 Dominion Group, which also explains the increase in social rented (housing assoc.) compared to regional/national levels. 1.6% of Social Rented (Council) is still a high percentage for a non-stock holding authority, but this may be explained by some confusion of the residents responding to the Census questions.

further plans to do so. The Government does publish the number of Universal Credit claimants in every local district council.

Universal Credit Statistics for Surrey as of February 2018 ⁷

Area	Claimant count
Reigate and Banstead	785
Guildford	590
Spelthorne	590
Tandridge	555
Elmbridge	530
Runnymede	410
Epsom and Ewell	375
Surrey Heath	375
Mole Valley	305

IV. Local Housing Allowance and the Private Sector

4.1 Currently, 1.4 million private renting households in the UK claim housing benefit on its own, or as part of the Universal Credit housing element. The LHA 'rate' is the maximum amount of housing benefit that a private renter can claim to help pay their rent. In theory, LHA is designed so that a person can get enough housing benefit to cover the cost of renting a typical home in their area, that is large enough for their needs.

4.2 LHA was introduced in 2008 to bring the amount being spent on housing benefit for those renting privately in line with the benefit for those renting social housing. The Department for Work and Pensions (DWP) use Local Housing Allowance (LHA) rates to calculate Housing Benefit and Universal Credit for tenants renting from private landlords.

⁷ Published by Office of National Statistics

4.3 The Valuation Office Agency (VOA) Rent Officers collect rental information from letting agents, landlords, tenants and other sources. LHA rates are based on private market rents being paid in the Broad Rental Market Areas (BRMA) which can differ from advertised rents. The LHA comprises a set of rates for several categories - Categories A to E which are: shared accommodation, 1-bedroom dwelling, 2-bedroom dwelling, 3-bedroom dwelling, 4-bedroom dwelling

4.4 The rules have been further tightened from 2011, single private renters aged 35 or under are only entitled to housing benefit for a shared room rate, thus they are capped at the LHA shared accommodation rate⁸. Larger families that previously qualified for the five-bedroom rate are now entitled to less housing benefit, capped at four-bedroom rate.

4.5 Research⁹ conducted by Shelter (a registered charity that campaigns to end homelessness and bad housing in England and Scotland), found that with rents rising as much as 8% per year in some areas, the gap between local housing allowance rates and actual market rents is considerable. The rates of local housing allowance have also been frozen for four years, from April 2016 to April 2020: but the rents have continued to raise. Spelthorne is mentioned specifically in research published by Shelter in 2017, as at that time it was an authority with one of the top ten biggest shortfalls between LHA and market rents for both families needing two bedrooms, and single people or couples needing just one bedroom. The enduring gap between LHA levels and market rents mean that access to affordable private rented accommodation to prevent or relieve homelessness is a significant challenge.

4.6 For tenants hit by rent shortfalls, the only way to avoid falling into arrears is to either relocate to areas where the rent levels are lower, apply

⁸ There are exceptions to the rule - care leavers can claim the higher one-bedroom rate for longer, as the maximum age limit has been raised to 25, from 22. Also, anyone who has lived in a homeless hostel for 3 months or more, regardless of age, will now be able to claim the higher rate, as the age limited has been removed.

⁹ https://assets.ctfassets.net/6sxvmndnnpn0s/5OqhDJZkdKV7tHun755QvB/5c02a9431dddfcad91fad4dcc76e127/Final_LHA_analysis.pdf

for discretionary housing payments (DHP), a payment from the local authority for people who need extra help with housing costs, or to pay the extra rent from other earnings or benefits. For many, this is difficult: some areas are unaffordable under LHA, and discretionary housing payments are only a short-term solution that is never guaranteed. Many people hit by the bedroom tax, benefit cap and LHA shortfall rely on DHP payments.

4.7 Spelthorne Borough Council issued 451 DHP's in 2020/21. The annual budget for DHP is £400,000. There is no set limit on the amount of DHP a person can claim as it depends on individual circumstances, however restrictions must be exercised due to the demand for the payments, to ensure that the money goes to those who need it most.

4.8 On 20 March 2020, the Chancellor announced an increase to LHA rates to match 'the 30th percentile' of rents in each local area as an emergency response to the pandemic. Although LHA rates increased, the benefit cap rate was not increased which means a lot of people were further forced into the benefit cap with large shortfalls in rent. The government decided that rates will be frozen in cash terms from 2021-22 onwards. This means that LHA rates will fall back below the 30th percentile of local rents over time. Thus, LHA rates announced in 2021 and are the same as those that came into force on 1st April 2020.

4.9 LHA rates in Spelthorne for 2021-22 are as follows:

From April 2021- March 2022	Week	Month
Shared accommodation rate e.g., single person	£ 109.71	£ 476.72

under 35		
One-bedroom rate	£ 195.62	£ 850.02
Two-bedroom rate	£ 253.15	£1100.00
Three-bedroom rate	£ 310.68	£1349.98
Four-bedroom rate	£ 407.34	£1769.99

4.10 The Valuation Office Agency set an LHA rate for different sized accommodation. Housing Benefit and Universal Credit are then calculated using the rate for an appropriately sized property and (unless there is a change in family size), that rate continues to be used for the whole financial year (April to March).

In Spelthorne, each rate is capped to a weekly maximum of:

Accommodation size	Rate cap
1 bedroom	£250
2 bedrooms	£290
3 bedrooms	£340
4 bedrooms	£400

Although the LHA rate itself may be lower than these. Housing Benefit and Universal Credit is then calculated from the lowest of the rent amount, the actual LHA rate or the capped LHA rate.

The maximum LHA rate is limited to that of four-bedroom accommodation and the four-bedroom rate will be capped at a maximum of £400 per week. Therefore, Housing Benefit and Universal Credit is based upon the lowest of

the rent, the actual four-bedroom LHA rate or £400 per week - even if the household size requires more than four bedrooms.

V. Housing Association Homes

5.1 Housing Association landlords can charge affordable rent of up to 80% of market rents as set out in Spelthorne Borough Council's Tenancy Strategy.

5.2 Tenants can usually claim one of the following benefits to help with rent payments if they are on low income: universal credit or housing benefit. Benefits may not cover the full rent and the tenant must pay any rent shortfall which is not covered by these benefits from other income.

5.3 The amount of housing benefit or Universal Credit housing element that is paid covers the eligible rent. It is the actual rent plus any service charges (such as for lift maintenance or a communal laundry) but not utility costs such as heating or water charges.

5.4 Housing benefit or Universal Credit housing element could cover the affordable rent in full if the tenant receives any of the following benefits:

- employment and support allowance (income-related)
- jobseeker's allowance (income-based)
- income support
- pension credit guarantee

5.5 However, the tenant will not receive the full housing benefit or Universal Credit housing element if they are affected by the benefit cap. In such case, the housing benefit is reduced to the level that falls within the cap. Benefit cap can apply when the tenant is of a working age and has an income from benefits which is above the cap.

At present the benefit cap amount look as follows:

	Monthly amount	Weekly amount
Families with children and couples - in London	£1,916.67	£442.31
Families with children and couples - outside London	£1,666.67	£384.62
Single people - in London	£1,284.17	£296.35
Single people - outside London	£1,116.67	£257.69

5.6 Housing Benefit or Universal Credit awards can also be reduced if the tenant has a spare bedroom in their home. The reduction looks as follows:

- 14% of the 'eligible rent' for 1 spare bedroom
- 25% of the 'eligible rent' for 2 or more spare bedrooms

VI. Executive Summary – how affordable is affordable rent?

6.1 Historically, councils and housing associations used to build social housing – often called 'Council housing', where rents were based on a formula that combined local wages and local property values so that, for much of southern England, rents would be set at around 50% of local market rents – even lower in very expensive areas. Social housing rents allowed people to work without being dependent upon housing benefit.

6.2 Social rented housing has now been largely replaced by affordable housing. In practice it means that affordable rent is higher than before, set at up to 80% of the local market rent. Unfortunately, it means that for

a lot of people on low incomes in southern England, affordable rented properties, are not affordable.

VII. Conclusion

7.1 Data on average market rents is collected by the Valuation Office Agency (recorded between 1 October 2019 to 30 September 2020) shows that if councils and housing associations were to charge 80% of market rates for a two-bedroom property in London, tenants would have to pay on average £1,160 a month. The highest London rents are in Kensington and Chelsea at 80% of market value on average for a two-bedroom property £2,224 a month and lowest in Newham for the same size accommodation at 80% of market value rent at £1,071.20 a month.

7.2 In Spelthorne, the average rent for a two-bedroom property at 80% of market value comes to £956 per month. To be 'affordable', it would require an income in the region of £38,000¹⁰. The property can be largely affordable for those who earn the average salary in Spelthorne (£37.3k), as outlined earlier, but for those on low-income, affordable rent is not affordable.

7.3 Families on a minimum or very low wage cannot afford to pay rents at 80% of market value, without relying on housing benefit or Universal Credit.

7.5 Consequently, housing benefit and Universal Credit takes the strain, thousands of families are benefit-dependent tenants, and the number of claimants continues to increase. In addition, where the rent cannot be fully covered by benefits, families rely on Discretionary Housing Payment, which creates another issue as those payments are not designed to provide a long-term solution.

¹⁰ Calculated at 40% of income. English Housing Survey states that spending more than 30% of household income on housing is thought to lead to housing stress, because if households pay much more than this for housing, they could struggle to pay for other bills and necessities. However private renters in receipt of HB spent 40% on rent so for the purposes of this report affordability is calculated at 40%

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/898397/2018-19_EHS_Housing_costs_and_affordability.pdf

7.6 The way to break the cycle, would be to set localised affordable rents level in Spelthorne at the level they were in the past – 50-60% of market value. This would enable low-income families to work, and cover rent from their earnings.

COMMUNITY WELLBEING AND HOUSING COMMITTEE MEETING

28 September 2021



Title	Adoption of Acquisition of Registered Providers Street Properties Policy
Purpose of the report	To make a Key Decision To make a Capital Programme recommendation to Corporate Policy and Resources Committee
Report Author	Marta Imig, Strategic Lead, Housing
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/a
Corporate Priority	Housing
Recommendations	Community Wellbeing and Housing Committee is asked to: Approve the adoption of the Acquisition of Registered Providers Street Properties Policy and to make Capital Programme recommendations to the Corporate Policy and Resources Committee as the Capital Programme process for 2022-23, progress leading up to approval of Capital Programme by Spelthorne Borough Council (the Council) in February 2022
Reason for Recommendation	This policy seeks to enable the Council owned housing company, Knowle Green Estates Limited (KGE), to acquire the specific type of properties to suit local housing needs, and to set up disposal protocols for Registered Providers with stock in Spelthorne, to ensure that affordable housing remains within the borough.

1. Key issues

- 1.1 The Council is dedicated to safeguarding affordable housing within the Borough for the benefit of its residents, and requests that Registered Providers (RPs) and public bodies contact the Council concerning proposals for properties they are seeking to dispose of prior to any decision being made.
- 1.2 At the time of writing, 1 September 2021, the Council has 3,072 households on its Housing Register, 637 of those are seeking transfer to an alternative property due to the existing one not meeting their housing needs, the remaining 2,435 are not currently housed by the Council and need affordable housing.
- 1.3 The Council's Housing Strategy, under priority 1, specifically focuses on delivery of more affordable accommodation, and to set up disposal protocols

for RPs with stock in Spelthorne. This Housing Strategy action indicates that the Council will work with RPs within the borough to ensure that social housing is retained within the borough, as well as to address both current and future needs. The policy is framed around the broad principles of what the Council wants to deliver as part of the property acquisition housing scheme and seeks to deliver on that commitment.

- 1.4 At present the Council has no policy in place to enable the purchase of properties for specific local needs (either from RPs or open market), where there is a shortage of stock, e.g., properties for a larger family, properties for residents not suited to place in standard developments due to anti-social behaviour (ASB) history or other specific needs.
- 1.5 At times, the Council struggles to place individual residents in standard general needs developments, due to various reasons, which can be ASB related or other specific individual needs, where the Council considers them not suitable for general housing community living. In these cases, the policy would enable the Council to identify and acquire a specific type of property for the individual needs, to enable them to settle in the wider community and thrive. The specific property for acquisition can be sourced through RPs seeking to dispose of one, or any other source on the open market.
- 1.6 The Council's acquisitions of specific type of properties as required, would be managed by Council's owned housing company – Knowle Green Estates Limited (KGE), who would require a loan from the Council to make the acquisitions. In turn it is therefore important that any acquisition is viable for KGE to be able to generate a sufficient surplus to be able to make the loan repayments to the Council.
- 1.7 The proposed policy has been drafted based on the input from a cross-section of Officers who are part of the Council's Strategic Housing Group.

2. Options analysis and proposal

Option 1: To reject the policy enclosed in Appendix A

The Council owned housing company, Knowle Green Estates Limited, will not be able to purchase properties for specific local needs where there is a shortage of stock, and the Council will have no influence on the disposal of affordable housing within the Borough.

Option 2: To adopt the proposed Acquisition of Registered Providers Street Properties Policy as enclosed in Appendix A with Option 1 of the 5-year Capital Plan (recommended)

The adoption of the policy will enable the Council owned housing company, Knowle Green Estates Limited, to acquire properties (either sourced through RPs seeking to dispose of, or from the open market) in accordance with specific local needs, as well as to control the disposal of affordable housing within the Borough.

Option 1 of the Capital Plan includes acquisition of properties for disabled clients under Mobility Group 1 and 2, and properties for larger families. Properties for residents with specific housing needs can be sourced and acquired as part of this plan. The approximate Capital Programme provision for the delivery of the plan would be in the region of £35m

Option 3: To adopt the proposed Acquisition of Registered Providers Street Properties Policy as enclosed in Appendix A with Option 2 of the 5-year Capital Plan

The adoption of the policy will enable the Council owned housing company, Knowle Green Estates Limited, to acquire properties (either sourced through RPs seeking to dispose of, or from the open market) in accordance with specific local needs, as well as to control the disposal of affordable housing within the Borough.

Option 2 of the Capital Plan includes acquisition of properties for disabled clients under Mobility Group 1, and properties for larger families.

Properties for residents with specific housing needs can be sourced and acquired as part of this plan. The approximate Capital Programme provision for the delivery of the plan would be in the region of £20m.

Option 4: To adopt an altered version of the proposed Acquisition of Registered Providers Street Properties Policy

To make changes to the proposed policy and adopt a revised version to enable the Council owned housing company, Knowle Green Estates Limited, to acquire properties in accordance with specific local needs, as well as to control the disposal of affordable housing within the Borough.

3. Financial implications

- 3.1 We currently have Capital Programme approval of £1,000,000, for affordable housing opportunities, which can be a starting point to the delivery of the programme.
- 3.2 We have proposed 2 versions of a Capital Expenditure Programme details of which are provided in Appendix D. Current rent and property purchase values are provided in Appendix E and estimated Budget calculations for the acquisitions are covered in Appendix F.
- 3.3 The calculations of the deliverability of the project have been included in Appendix G and H, based on the most expensive acquisition and the cheapest acquisition assumptions. The calculations show that the delivery of the Capital Plan and management of the assets over 50 years will not generate much of a surplus to KGE, but it is capable of covering its own cost. Over the period of 50 years our projections show that the investment may generate from circa £260,000 for the cheapest investment to circa £90,000 for the most expensive investment, per property – appendix G and H. The calculations are based on 70% of market rent affordability charge. This project is proposed with the social aspect in mind, not financial gain (for affordable properties the Council does not earn an interest margin on loans to KGE).

	Sep-21	Aug-76
Appendix G Balance Sheet based on cheapest property		
Fixed Assets		
Tangible NBV	360,000	48,270
Current Assets		

Trade Debtors	280	719
Bank account (over drawn)	7	182,259
	<u>287</u>	<u>182,978</u>
Current liabilities		
Trade Creditors	0	0
PWLB (capital only)	-386,630	29,859
	<u>-386,630</u>	<u>29,859</u>
	<u>-26,342</u>	<u>261,108</u>
Reserves		
B/fwd.	0	260,421
Surplus/(Deficit)	-26,342	687
C/fwd.	<u>-26,342</u>	<u>261,108</u>
Control	<u>0</u>	<u>0</u>

	Sep-21	Aug-76
Appendix I Balance Sheet based on the most expensive property		
Fixed Assets		
Tangible NBV	480,000.00	38,670.30
Current Assets		
Trade Debtors	293.97	754.66
Bank account (over drawn)	-286.34	10,112.86
	7.63	10,867.52
Current liabilities		
Trade Creditors	0.00	0.00
	-	-
PWLB (capital only)	515,505.93	39,812.63
	-	-
	515,505.93	39,812.63
	-35,498.30	89,350.45
Reserves		
B/fwd.	0.00	88,970.13
Surplus/(Deficit)	-35,498.05	380.57
C/fwd.	<u>-35,498.05</u>	<u>89,350.70</u>
Control	<u>0</u>	<u>0</u>

- 3.4 We investigated the options of acquisition of Houses in Multiple Occupation (HMO) and included calculations of the deliverability of those in Appendix I. While financially, it could provide a good level of income to KGE, at present we do not have a large demand amongst the applicants who could qualify for this type of accommodation. We will keep this under review and bring a detailed report for the Committee's consideration when the situation changes.
- 3.5 Management of HMO's accommodations requires specific set of skills and knowledge that would need to be considered as part of the planning of the project. In addition, the amount of capital investment required to bring these properties up to a required standard and any associated risk would need to be carefully considered.

4. Other considerations

- 4.1 Enclosed, in Appendix C, is an outline of options to access additional funding from Homes England, should KGE become a Register Provider in the future. The details of the funding options have been presented to KGE Board in August 2021. KGE Board is currently reviewing its medium-term strategy and is exploring the pros and cons of working towards becoming a Registered Provider.

5. Equality and Diversity

- 5.1 An Equality and Diversity Impact Assessment has been carried out and is provided in Appendix B.

6. Sustainability/Climate Change Implications

- 6.1 The proposed policy may have an impact on the Council's sustainability / climate change position. Any new property acquisitions would need to be reviewed for their carbon emission totals and potentially upgraded to manage their energy and water efficiency, and potentially options of renewable energy considered depending on location and orientation.
- 6.2 Cost of repair, renovation and upgrades has been considered as part of the budget calculations.

7. Timetable for implementation

- 7.1 Once approved, the policy will be submitted to the Corporate Policy and Resources Committee to consider. Once approved by both committees, Capital Plan will be incorporated into the 2022/23 budget in preparation for the commencement of the programme.
- 7.2 This policy will be comprehensively reviewed every 5 years.

Background papers: There are none.

Appendices:

Appendix A: Acquisition of Registered Providers Street Properties Policy
Appendix B: Equality Impact Assessment for Acquisition of Registered Providers Street Properties
Appendix C: Funding Streams from Homes England
Appendix D - 5-year Capital Plan - options
Appendix E - Rent and purchase average values in Spelthorne (August 2021)
Appendix F - Budget calculations
Appendix G - Street housing v2 final 250821 Staines cheapest
Appendix H - Street housing v5 Final 240821 Sunbury model most expensive
Appendix I - Street housing v3 final 250821 HMO



Acquisition of Registered Providers Street Properties Policy

September 2021

1.Introduction and aim of the Policy

1.1 Spelthorne Borough Council is dedicated to providing local affordable housing. This policy seeks to enable Knowle Green Estates Limited (KGE), a housing company owned by Spelthorne Borough Council, to acquire the specific type of properties to suit local housing needs, and to set up disposal protocols for Registered Providers (RP) with stock in Spelthorne to ensure that affordable housing remains within the borough. The property for acquisitions can be sourced either from RP's, if deemed appropriate to local housing needs, or from the open market.

1.2 This Policy document is to be followed when considering the acquisition by KGE of an interest in property or disposal of a residential property by Registered Provider (RP), or other public bodies within Spelthorne Borough. For the purpose of this policy, reference to "property" means any residential property including freeholds and leaseholds, and to disposals of all interests in residential property by a RP or other public body within the borough of Spelthorne.

1.3 The properties are to be acquired within Spelthorne Borough and allocated in accordance with the Council's Allocation Policy. Property is a corporate resource, and it can be held and acquired in accordance with the Housing Strategy 2020-25. Spelthorne's priorities are:

- Enabling the delivery of more affordable homes
- Promoting Independence and Wellbeing
- Preventing Homelessness and Rough Sleeping

1.4 This policy has been designed to ensure that affordable housing remains within the borough, and that additional specialised types of properties, can be acquired by, KGE to meet local housing needs.

2. Background

2.1 General powers to acquire land and property under the Local Government Act 1972. (Section 120) enable local authorities to acquire property for any of their functions, or for the benefit, improvement or development of their area. Local Authorities are empowered to acquire land notwithstanding that the land was not immediately required for that purpose.

2.2 In addition, The Local Government Act 2000 introduced additional 'wellbeing' powers, which provide councils with the power to do anything that they consider is likely to achieve the promotion or improvement of the economic, social or environmental wellbeing of their area. This includes the power to incur expenditure, including land acquisition.

2.3 KGE is committed to holding a portfolio of social housing properties within the borough and to setting up an acquisition delivery programme, where specific types of accommodation are identified, e.g. disabled adapted or accommodation for larger families.

2.4 Spelthorne Borough Council is committed to providing affordable housing in the borough including specialised accommodation for residents with particular needs

2.5 This policy sets out the principles by which, KGE, may acquire properties, with Council funding to meet local housing needs.

3. Approach to acquisition

3.1 KGE will only consider taking on the management of acquisitions where it:

- delivers affordable homes, which the market fails to provide, prioritising people who are on the Council's Housing Register,
- delivers much needed housing, including where the acquisition furthers the provision of services for the community by third parties.

* And where it will be viable for KGE to be able to afford to make the loan repayments to SBC

3.2 All such acquisitions by KGE will follow an agreed programme based on the specific housing needs. All acquisitions and funding will be authorised by the Council either by Committee or under the "urgent action process", where

appropriate, and by the Board of KGE. The Council may fund an acquisition through a range of options, for example, borrowing, partnership with the public or private sectors. The Council currently has £1m in Capital Programme approved which potentially could be funded by borrowing, which would be a starting point for the delivery of the programme.

3.3 Where the need for a property is identified, the Council's Property team will establish if any suitable property is available on the market with our partner organisations. Once a property is identified the Council's property team will conduct negotiations on behalf of KGE.

3.2 The following criteria can be used in the decision process to identify a suitable property:

- Price and value
- Availability of the property
- Condition of the property at purchase
- Nature of the interest offered i.e., freehold, leasehold, etc
- Any potential liabilities
- Future rental values and affordability
- Sustainability e.g., the energy performance of the property
- Does the property meet the housing need identified

4. Acquisition Process

4.1 When a property has been identified for acquisition (either an RP property or from the open market), a property valuation and a financial appraisal will be prepared to establish the financial and budgetary implications of acquiring the property at the negotiated price.

4.2 In all cases where the valuation advice suggests that the open market value of the property is below the negotiated price, the report must demonstrate there are overriding or special factors that justify the purchase at over value.

4.3 Following the appraisal process of the possibility of an acquisition, all negotiations will remain "without prejudice", "subject to contract", subject to the required authority and, appropriate surveys.

4.4 All appropriate surveys, investigations and searches must be satisfactorily completed or provided, following which the Council's Legal Services team will be instructed to carry out all necessary due diligence and complete the documentation associated with the acquisition.

5. Disposal of properties by Registered Providers (RP) or public bodies within Spelthorne Borough

5.1 The Council has two main concerns regarding the disposal (selling) of RP or public body properties within Spelthorne:

- Which properties are being disposed of;
- The reduction of affordable homes in the borough.

5.2 The Council requests that RPs and public bodies contact Spelthorne Borough Council at the earliest opportunity about which properties they are proposing to dispose of, prior to any decision being made on the disposal, as the Council may wish to:

- Acquire the property through KGE
- Discuss possible alternative options.
- Seek to influence the choice of individual properties to be disposed of.

5.3 In relation to disposals, RPs and public bodies should have regard to the policies relating to affordable housing in the Local Plan published by Spelthorne Borough Council in conjunction with this Policy. The Council wishes to work together with RPs and public bodies to explore opportunities to maximise alternatives to disposal to meet both the Council's and the RPs housing needs.

5.4 The Council requests that RPs and public bodies share details of proceeds from in borough disposals. This is for transparency reasons and to enable the Council, in conjunction with the RP and public bodies, to consider options to recycle and retain monies within the borough.

6. Nomination of acquired properties

- 6.1 KGE will enter into a nomination agreement with Spelthorne Borough Council and Spelthorne Borough Council for all properties acquired by KGE under this policy and Spelthorne Borough Council shall nominate tenants, in accordance with Spelthorne Borough Council's allocations policy.

7. Monitoring and Review

- 7.1 This policy is owned by the Strategic Lead, Housing, who is responsible for its monitoring and review.
- 7.2 This policy will be reviewed regularly to ensure that it addresses local housing needs and not less than every five years.

Equality Analysis

Directorate: Community Wellbeing Service Area: Housing Strategy	Lead Officer: Marta Imig Date completed: 10 May 2021
Service / Function / Policy / Procedure to be assessed: Acquisition of Registered Providers Street Properties Policy	
Is this: New / Proposed <input checked="" type="checkbox"/> Existing/Review <input type="checkbox"/> Changing <input type="checkbox"/>	Review date: Comprehensive review no later than every 5 years from the date of implementation.

Part A – Initial Equality Analysis to determine if a full Equality Analysis is required.

What are the aims and objectives/purpose of this service, function, policy or procedure?

The Housing Strategy 2020-25 sets the strategic direction for the Council in its ambition that local residents have access to suitable and affordable housing options locally.

The final strategy contains three strategic priorities, and an associated Action Plan:

1. Enabling the delivery of more affordable homes across a range of tenures.
2. Promote independence and wellbeing to enable residents to remain living independently.
3. Prevent homelessness and rough sleeping.

Within the Housing Strategy, there is an action under priority 1 that specifically focuses on delivery of more affordable accommodation and to set up disposal protocols for Registered Providers with stock in Spelthorne. This action indicates that Spelthorne Borough Council will work with Registered Providers within the borough to ensure that social housing is retained within the borough, as well as to address both current and future needs. The policy is framed around the broad principles of what Spelthorne Borough Council wants to deliver as part of the property acquisition housing scheme and forms an initial policy that will be reviewed and improved on after 5 years.

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Please indicate its relevance to any of the equality duties (below) by selecting Yes or No?

	Yes	No
Eliminating unlawful discrimination, victimisation and harassment	✓	
Advancing equality of opportunity	✓	
Fostering good community relations	✓	

If not relevant to any of the three equality duties and this is agreed by your Head of Service, the Equality Analysis is now complete - please send a copy to **NAMED OFFICER**. **If relevant**, a Full Equality Analysis will need to be undertaken (PART B below).

PART B: Full Equality Analysis.

Step 1 – Identifying outcomes and delivery mechanisms (in relation to what you are assessing)

<p>What outcomes are sought and for whom?</p>	<p>The main outcome of the policy is to ensure social housing within the borough is retained and that specialised housing is acquired for local families with specific property needs.</p> <p>Affected groups will include (not exhaustive):</p> <ul style="list-style-type: none"> • All adults (and associated dependants) who live within Spelthorne Borough; • Those who are unable to access the housing market locally due to specific housing needs; • Partners involved in the delivery of affordable housing, such as Registered Providers, property developers, private landlords, health and social care providers; • Housing Options Staff at Spelthorne Borough Council.
<p>Are there any associated policies, functions, services or procedures?</p>	<p>Corporate Plan Capital Strategy Health & Wellbeing Strategy Local Plan Economic Development Strategy Asset Management Plan Housing Act 1996 (as amended by various) Local Government Act 1972 and 2000 Housing Strategy Homelessness Strategy</p>
<p>If partners (including external partners) are involved in delivering the service, who are they?</p>	<p>n/a</p>

Step 2 – What does the information you have collected, or that you have available, tell you?

What evidence/data already exists about the service and its users? (in terms of its impact on the ‘equality strands’, i.e. race, disability, gender, gender identity, age, religion or belief, sexual orientation, maternity/pregnancy, marriage/civil partnership and other socially excluded communities or groups) and **what does the data tell you?** e.g. are there any significant gaps?

General Spelthorne context

Almost half of Surrey’s 20 most deprived super output areas are in Spelthorne. Three are in the ward of Stanwell North, two in Ashford North and Stanwell South and one in each of Ashford East and Sunbury Common. Spelthorne has the highest number of lone parent families and the highest level of child poverty in Surrey; it also has the highest under-18 conception rate in the county. That said, residents are largely healthy, with life expectancy for both males and females slightly above the national average.

Although the number of VAT and/or PAYE-registered business has fallen slightly over the past four years, Spelthorne has a low rate of unemployment: 1.4% of those economically active aged 16 to 64, compared to the South East (2.2%) and UK as a whole (3.5%). Heathrow Airport is a significant local employer, with 8.3% of Spelthorne’s working population employed there. Significantly, 21.5% of those in work in Stanwell North are in low level employment compared to an average of 11.6% in Surrey. Average wages are slightly above regional averages at £630 per week for full-time employees.

Whilst house prices remain well above the national average, most residents are owner-occupiers (73%), followed by private rented (13%) and social rented (12%).

Gender / gender identity

Census data from 2011 shows that 50.5% of residents in Spelthorne were female, with the remaining 49.5% being male. There is no data known to be held in relation of other gender identities.

Source: ONS Census, 2011 - neighbourhood statistics for residents aged 16 to 74

A White Paper published in December 2018 (Help shape our future: the 2021 Census of population and housing in England and Wales) sets out the Office for National Statistics’ (ONS) recommendations for what the census should contain and how it should operate. The White Paper recommends that the census in 2021 includes a question about gender identity, asking respondents whether their gender is the same as the sex they were registered as at birth. The question will be separate from the question about sex (i.e., whether the respondent is male or female), which will be phrased in the same way as previous years. There is currently no official data about the size of the transgender population (the word ‘transgender’ is used here to describe people whose gender identity does not match the sex they were assigned at birth). The Government Equalities Office (GEO) has said that there may be 200,000 to 500,000 transgender people in the UK, but stresses that we don’t know the true population because of the lack of robust data. The ONS has identified user need for official estimates in order to support policy-making and monitor equality duties.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Age

Spelthorne has a slightly lower population of under-30s (34%) compared to the rest of the country (37%), and a slightly higher population of 30-69 year olds (42%) compared with the UK average of (40%), The number of 70+ is 23%, which is broadly in line with the rest of the UK (24%).

Source: <https://commonslibrary.parliament.uk/local-data/constituency-statistics-population-by-age/>

Ethnicity

The ethnic make-up of Spelthorne is largely in line with the UK average, although we have more residents who identify as Asian and fewer residents who identify as Black than the national average.

Ethnic group	Spelthorne		Region	UK
	Number	%	%	%
White	83,455	87.3%	90.7%	87.2%
Mixed	2,382	2.5%	1.9%	2.0%
Asian	7,295	7.6%	5.2%	6.9%
Black	1,545	1.6%	1.6%	3.0%
Other	921	1.0%	0.6%	0.9%
Total	95,598	100.0%	100.0%	100.0%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/demography/constituency-statistics-ethnicity/>

Disability

As of July 2019 there were around 2,020 PIP claimants in Spelthorne constituency. In comparison, there was an average of 2,500 claimants per constituency across the South East. Within Spelthorne, psychiatric disorders were the most common reason for claiming PIP. They accounted for 37% of awards, compared to 36% in Great Britain. 'Psychiatric disorders' include anxiety and depression, learning disabilities and autism. The second most common reason for awards was musculoskeletal disease (general), which accounted for 17% of awards within the constituency and 21% in Great Britain. Musculoskeletal disease (general) includes osteoarthritis, inflammatory arthritis and chronic pain syndromes.

Source: <http://data.parliament.uk/resources/constituencystatistics/personal%20independence%20payment/PIP%20claimants%20in%20Spelthorne.pdf>

Religion

Residents of Spelthorne predominately identify themselves as either Christian or having no religion. There is a smaller Muslim population compared with the national average, but a larger Hindu and Sikh population.

	Constituency		Region	UK
	Number	%	%	%
Has religion	67,392	70.5%	65.0%	66.7%
of which				
Christian	60,954	63.8%	59.8%	58.8%
Muslim	1,808	1.9%	2.3%	4.5%
Hindu	2,332	2.4%	1.1%	1.4%
Buddhist	420	0.4%	0.5%	0.4%

Jewish	206	0.2%	0.2%	0.4%
Sikh	1,325	1.4%	0.6%	0.7%
Other	347	0.4%	0.5%	0.4%
No religion	21,511	22.5%	27.7%	26.1%
Not stated	6,695	7.0%	7.4%	7.2%

Source: <https://commonslibrary.parliament.uk/home-affairs/communities/constituency-data-religion/>

Sexual orientation

There is no accurate dataset which can be used to reflect solely Spelthorne. The White Paper recommends asking a new question about sexual orientation. The ONS has identified a user need for better data on sexual orientation – particularly for small areas – to inform policy-making and service provision, as well as monitoring equality duties. The ONS has previously used the Annual Population Survey (APS) to estimate the size of the lesbian, gay and bisexual (LGB) population in the UK. According to these estimates, just over 1 million people identified as LGB in 2016 (around 2% of the population). However, the sample population used in the APS isn't big enough to provide robust estimates of the LGB population in smaller areas.

Source: <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/CBP-8531>

Marriage / Civil Partnership

More people in Spelthorne are married compared to the rest of England and Wales, and fewer people identify as single.

Marital Status	Spelthorne		England and Wales	
All usual residents aged 16+	78,089		45,496,780	
Single (never married or never registered a same-sex civil partnership)	24,562	31%	15,730,275	35%
Married	38,984	50%	21,196,684	47%
In a registered same-sex civil partnership	153	0%	104,942	0%
Separated (but still legally married or still legally in a same-sex civil partnership)	2,042	3%	1,195,882	3%
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	6,870	9%	4,099,330	9%
Widowed or surviving partner from a same-sex civil partnership	5,478	7%	3,169,667	7%

Has there been any consultation with, or input from, customers / service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please list which specific groups or communities you are going to consult with and when.

A public and stakeholder consultation has not been carried out on the policy. The policy is to be comprehensively reviewed no later than every 5 years.

Are there any complaints, compliments, satisfaction surveys or customer feedback that could help inform this assessment? If yes, what do these tell you?

None

Step 3 – Identifying the negative impact.

a. Is there any negative impact on individuals or groups in the community?

Barriers:

What are the potential or known barriers/impacts for the different 'equality strands' set out below? Consider:

- **Where** you provide your service, e.g. the facilities/premises;
- **Who** provides it, e.g. are staff trained and representative of the local population/users?
- **How** it is provided, e.g. do people come to you or do you go to them? Do any rules or requirements prevent certain people accessing the service?
- **When** it is provided, e.g. opening hours?
- **What** is provided, e.g. does the service meet everyone's needs? How do you know?

* Some barriers are justified, e.g. for health or safety reasons, or might actually be designed to promote equality, e.g. single sex swimming/exercise sessions, or cannot be removed without excessive cost. If you believe any of the barriers identified to be justified then please indicate which they are and why.

Solutions:

What can be done to minimise or remove these barriers to make sure everyone has equal access to the service or to reduce adverse impact? Consider:

- Other arrangements that can be made to ensure people's diverse needs are met;
- How your actions might help to promote good relations between communities;
- How you might prevent any unintentional future discrimination.

Equality Themes	Barriers/Impacts identified	Solutions (ways in which you could mitigate the impact)
Age (including children, young people and older people)	Young people aged 16-17 cannot hold tenancies and so housing options are severely limited. Older people may be less likely to access our	Young people aged 16-17 receive enhanced services via the Surrey Joint Protocol. They have access to specialist young peoples homelessness accommodation. Older people have greater access to social housing

	<p>services when needed. This includes those that are retired from employment and will be excluded from key worker accommodation.</p> <p>Those aged 18-39 may have reduced access to social housing as a result of welfare policies as well as local landlord policies (age restrictions)</p>	<p>via age restrictions across the A2Dominion stock. This includes sheltered and extra care homes.</p>
Disability (including carers)	<p>Anecdotally we know that physically disabled people accessing settled accommodation in Spelthorne have much more limited options available to them due to property adaptation requirements.</p>	<p>This policy enables sourcing specialised housing for specific local housing needs. See action 1.3 of the Homelessness and Rough Sleeping Strategy action plan – we will review the availability of accessible accommodation options for this affected group. Spelthorne Borough Council also offers Disabled Facilities Grants and handy person services to help residents live independently in their current home.</p>
Gender (men and women)	<p>No restrictions on gender are identified</p>	<p>This policy enables equal access to housing for both male and female.</p>
Race (including Gypsies & Travellers and Asylum Seekers)	<p>Accommodation for people seeking asylum is the responsibility of the Home Office. Provision for pitches for gypsies and travelling showpeople are dealt with under the Local Plan.</p>	<p>n/a</p>
Religion or belief (including people of no religion or belief)	<p>No negative impacts have been identified.</p>	<p>n/a</p>
Gender Re-assignment (those that are going through transition: male to female or female to male)	<p>Where individuals are transitioning, they may be impacted if they are placed into accommodation with shared facilities.</p>	<p>As part of standard assessments, we would consider this issue before offering accommodation with shared facilities. This policy enables specialised housing acquisition to meet local need.</p>
Pregnancy and Maternity	<p>Under homelessness legislation, pregnant women are recognised as being in ‘priority need’ and so arguably receive preferential treatment when compared with women who aren’t pregnant, or men.</p>	<p>Those who aren’t in priority need receive a comprehensive housing needs assessment and support to access their own accommodation solutions.</p>
Sexual orientation (including gay, lesbian, bisexual and	<p>No negative impacts have been identified.</p>	<p>n/a</p>

heterosexual)		
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Step 4 – Changes or mitigating actions proposed or adopted

Having undertaken the assessment are there any changes necessary to the existing service, policy, function or procedure? What changes or mitigating actions are proposed?

No changes required.

Step 5 – Monitoring

How are you going to monitor the existing service, function, policy or procedure ?


The Housing Strategy 2020-25 including the action plan and tasks within it will be monitored by the Council's Strategic Housing Group who meet monthly. Any required changes to the policy will be recommended to elected members (where required) as a result.

Part C - Action Plan

Barrier/s or improvement/s identified	Action Required	Lead Officer	Timescale
n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a

n/a	n/a	n/a	n/a
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Equality Analysis approved by:

Group Head: 	Date: 28/05/2021
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Please send an electronic copy of the Equality Analysis to the Equality & Diversity Team and ensure the document is uploaded to the EA Register which will be available to the public:

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Funding Streams from Homes England

1. Affordable Homes Programme 2021 to 2026

The provision of affordable housing is a key element of the Government's plan to end the housing crisis, tackle homelessness and provide aspiring homeowners with a step onto the housing ladder.

The Affordable Homes Programme provides grant funding to support the capital costs of developing affordable housing for rent or sale. As the Government's housing accelerator, Homes England will be making available £7.39 billion from April 2021 to deliver up to 130,000 affordable homes - outside of London - by March 2026.

2. Purpose of the funding

The funding is for the supply of new build affordable housing.

This funding supports the development of:

- **Supported Housing (10% of homes delivered)** – any housing scheme where accommodation is provided alongside care, support or supervision to help people live as independently as possible in the community. Supported housing can be developed both through new build and repurposing or improvement of existing homes.
- **Rural Housing (10% of homes delivered)** – housing delivered in settlements with a population fewer than 3,000.
- **Traveller pitches** – funding to develop new sites and to add new pitches onto existing sites, to help meet the accommodation needs of traveller communities
- **Empty homes** – affordable homes can also be created by bringing existing empty homes back into use.

This funding does not provide grants for:

- **Regeneration** – the replacement of homes demolished through regeneration work is not eligible for funding. A grant may be available to support the delivery of net additional affordable homes on those schemes.
- **Section 106** – the purchase of homes built under Section 106 agreements, where the affordable homes are secured through developer contributions, is not funded. However, Homes England will still record information on all nil-grant affordable homes for rent, and reporting requirements will be set out in the contract.
- **Major Repairs** – works to ensure homes are habitable are not eligible for funding as this is the responsibility of the provider. Funding may be provided in exceptional circumstances, for example

in the case of alms houses, where the charity is not in itself able to cover the cost of the works itself.

The funding also supports wider strategic objectives, including:

- Placing significant focus on and investing in Modern Methods of Construction.
- Encouraging uptake of the National Design Guide, which is part of the government's collection of planning practice guidance within the National Planning Policy Framework.
- Improving the energy efficiency and sustainability of new affordable housing supply.
- Encouraging the use of SME contractors.

To receive grant funding, the organisation needs to be a qualified investment partner (IP) of Homes England, or to be working with an organisation that is.

Organisations, which wish to partner with the LA as landlords of homes built with funding for Social or Affordable Rent and Rent to Buy, are required to register with the Regulator of Social Housing as a registered provider (RP). Homes England advises that ideally, to submit both applications (IP & RP) at the same time, as the RP application does take longer to process with the Regulator of Social Housing.

3. Registration as Homes England Investment Partner

All organisations delivering homes through the AHP 2021 to 2026 scheme and associated affordable housing programmes must be a qualified Homes England Investment Partner (IP).

The IP qualification verifies the identity of the applicant and includes financial due diligence. This considers the financial and technical capacity to undertake an agreed programme of new supply and the organisation's good financial standing.

Homes England also assess the organisation's capability to manage capital build projects and associated development risks through the submission of case study evidence. If a third party is used as contractors for developments, evidence of the preferred contractor's capability must be submitted.

Organisations need to either:

- apply for qualification in their own right or
- join with an existing, qualified IP – this does not need to be achieved ahead of bidding, but this does need to be achieved before any grant can be paid.

Applications should be submitted at the same time as bids for funding. All new partners accessing grant funding from the AHP 2021 to 2026 scheme must

qualify as an IP before any payment of grant can be made. The turnaround time is approximately 8 weeks from receipt of a fully completed application.

The Homes England IP Qualification application form consists of the following 4 sections:

- Section 1; Applicant organisation details
- Section 2; Statement of Good Standing
- Section 3: Financial and Commercial Standing
- Section 4: Managing Development

4. Funding for CME

There are 2 routes to access funding:

- Scheme by scheme bidding through continuous market engagement (CME).
- A multi-year strategic partnership to access grants for a longer-term development programme – only applicable to large organisations delivering over 1500 homes

CME provides access to grant throughout the duration of the programme, while funding remains available. This route allows providers to apply for funding for individual schemes. All schemes funded through CME must have started on site by 30 September 2025 and be completed by 31 March 2026.

These applications are assessed on their individual merits.

Information required for an application will cover 2 areas:

- applicant details (for example, type of organisation and location)
- scheme details (for example, geography, tenure, number of homes, costs, land, planning and grant requested)

CME applications will be assessed against the following criteria:

- **Cost minimisation** – the primary assessment metric is grant per home. This is benchmarked against national, local and scheme type averages to ensure bids are competitive on both costs and outputs.
- **Deliverability** – to ensure the scheme can be delivered within the funding timeframe, deliverability will take account of the level of planning, land ownership and progress on contracting at the point of bidding, reviewing past performance for current partners and forecasts from comparable schemes for new partners. Bids will also be tested on how they are supporting local authorities in meeting local housing needs.

CME bids grants will be paid against the achievement of delivery milestones – 40% on site acquisition, 35% on start on site and 25% on practical completion.

Homes England would not support the LA passing funding/completed grant funded homes to a third-party unregistered body, as that would be a relevant event for grant recovery, therefore SBC could not apply for funds to transfer to KGE.

5. Advantages and disadvantages of registering as a Registered Provider

Becoming a registered provider of social housing is a serious undertaking – together with advantages there are obligations that must be met.

Advantages:

- Access to capital funding via grants: Registration will provide access to capital grants making it easier to develop and own new housing. There is no set amount of grant per scheme/project, and this will vary from time to time and possibly between regions: it could be as little as 25% or even in excess of 50%. It will normally be necessary to raise the balance via loans.
- Long term ownership of assets: Ownership of assets, in the form of property, guarantees a long-term revenue stream and opens the possibility of raising loan finance against the asset base.
- Transfer of properties from other RPs: It may be possible to persuade another registered provider to transfer stock without there being any payment.

Disadvantages:

- Regulation by the Regulator of Social Housing: the activities will be subject to regulation by the Regulator of Social Housing and the terms and conditions may change from time to time.
- Rent setting: The rents charged to the tenants may be subject to variations specified by Homes England/RSH in grant agreements or the Regulator's standards.
- Right to buy: If the right to buy is rolled out in the future for the tenants of registered providers, then it may apply to all RPs in relation to Homes England funded properties
- Homes England Information Management System (IMS): This is a challenging system that it used to manage project finance, which all RPs must use.

5-year Capital Plan - options

The following property types have been identified from our Housing Register as property need where we're unable to place residents due to the lack of appropriate stock.

Property size	Number of Applications
Four bedrooms	16
7 people	12
8 people	4
Five bedrooms	9
7 people	2
8 people	6
9 people	1
Six Bedrooms	2
7 people	1
11 people	1
Grand Total	27

We group disabled households based on the level of disability and adaptations required, as follows

Mobility 1	Needs fully adapted property
Mobility 2	Cannot manage any stairs
Mobility 3	Can manage step into property but not stairs

For the purpose of the Capital Programme, those in Mobility Group 3 are not included as those can be delivered by the use of DFG or new developments.

There are 25 households that have very high needs in relation to adaptations and properties with these adaptations

Property size	Mobility
One bedroom	16
Two bedroom	5
Three Bedroom	4
Grand Total	25

There are then an additional 59 households that have high needs in relation to adaptations

Property size	Mobility 2
One bedroom	30
Two bedroom	21
Three Bedroom	5
Four bedrooms	3*
Grand Total	59

Option 1

Year 1

Type of property	Quantity	Comments
6-bedroom property	2	Properties for larger families, general needs
5-bedroom property	4	Properties for larger families, general needs
Disability high level	10	Disability adapted (Mobility 1) – 5x one bedroom and 5x two-bedroom accommodations

Year 2

Type of property	Quantity	Comments
5-bedroom property	5	Properties for larger families, general needs
Disability high level	15	Disability adapted (Mobility 1) – 11x one bedroom and 4x three-bedroom accommodations

Year 3

Type of property	Quantity	Comments
4-bedroom property	6	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 20x one bedroom

Year 4

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 10x one bedroom and 10x two-bedroom accommodations

Year 5

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 11x two- bedroom and 5x three-bedrooms and 4x four-bedrooms accommodations

Option 2

To not include mobility level 2 accommodations (in this options we would look to deliver those by new developments and adaptations using DFG)

Year 1

Type of property	Quantity	Comments
6-bedroom property	2	Properties for larger families, general needs
5-bedroom property	3	Properties for larger families, general needs
Disability high level	5	Disability adapted (Mobility 1) – 5x two-bedroom accommodations

Year 2

Type of property	Quantity	Comments
5-bedroom property	6	Properties for larger families, general needs
Disability high level	6	Disability adapted (Mobility 1) – 6x one-bedroom accommodations

Year 3

Type of property	Quantity	Comments
4-bedroom property	6	Properties for larger families, general needs
Disability high-level	5	Disability adapted (Mobility 1) – 5x one bedroom

Year 4

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability high-level	5	Disability adapted (Mobility 1) – 5x one bedroom

Year 5

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability high-level	4	Disability adapted (Mobility 1) – 4x three bedrooms accommodations

Under option 1, there are 111 properties to acquire within 5 years.

Under option 2, there are 52 properties to acquire within 5 years

Large properties

Property size	Number of Applications	Monthly Rental value (£)			Sale value (£)		
		Staines	Ashford	Sunbury	Staines	Ashford	Sunbury
Four bedrooms	16	2,000	2,000	2,100	360,000	450,000	480,000
Five bedrooms	9	2,350	2,350	2,800	500,000	600,000	630,000
Six Bedrooms	2	3,000	3,000	3,300	850,000	860,000	950,000
Grand Total	27						

Properties for disabled residents

Property size	Mobility 1	Monthly Rental value (£)			Sale value (£)		
		Staines	Ashford	Sunbury	Staines	Ashford	Sunbury
One bedroom	16	900	900	950	170,000	190,000	200,000
Two bedroom	5	1,200	1,200	1,250	220,000	250,000	250,000
Three Bedroom	4	1,700	1,700	1,700	270,000	300,000	330,000
Grand Total	25						

Properties for disabled residents

Property size	Mobility 2	Monthly Rental value (£)			Sale value (£)		
		Staines	Ashford	Sunbury	Staines	Ashford	Sunbury
One bedroom	30	900	900	950	170,000	190,000	200,000
Two bedroom	21	1,200	1,200	1,250	220,000	250,000	250,000
Three Bedroom	5	1,700	1,700	1,700	270,000	300,000	330,000
Four bedrooms	3*	2,000	2,000	2,100	360,000	450,000	480,000
Grand Total	59						

HMO	Number of rooms required	Monthly Rental value (£)		
		Staines	Ashford	Sunbury
Room	5	550	550	600

HMO purchase cost examples with existing licence

9 bedroom HMO in Staines £750,000
8 bedroom HMO in Sunbury £1,200,000

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Option 1

Type of property	Quantity	Comments
6-bedroom property	2	Properties for larger families, general needs
5-bedroom property	4	Properties for larger families, general needs
Disability high level	10	Disability adapted (Mobility 1) – 5x one bedroom and 5x two-bedroom accommodations

16 TOTAL

Year 2

Type of property	Quantity	Comments
5-bedroom property	5	Properties for larger families, general needs
Disability high level	15	Disability adapted (Mobility 1) – 11x one bedroom and 4x three-bedroom accommodations

20 TOTAL

Year 3

Type of property	Quantity	Comments
4-bedroom property	6	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 20x one bedroom

26 TOTAL

Year 4

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 10x one bedroom and 10x two-bedroom accommodations

25 TOTAL

Year 5

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability mid-level	20	Disability adapted (Mobility 2) – 11x two-bedroom and 5x three-bedrooms and 4x four-bedrooms accommodations

25 TOTAL

112 TOTAL cost of acquisition

Purchase Budget required

£1,760,000

£2,200,000

£2,100,000

£6,060,000

£2,750,000

£3,180,000

£5,930,000

£2,520,000

£3,600,000

£6,120,000

£2,100,000

£4,200,000

£6,300,000

£2,100,000

£5,820,000

£7,920,000

£32,330,000

Cost of disability adaptations £1,300,000.00

Cost of repairs (as required) £1,120,000.00

Cost of legal, surveys, etc £560,000.00

TOTAL COST OF AQUISITION - 5 YEAR PLAN £35,310,000.00

Average purchase price	
1-bedroom	£180,000
2-bedroom	£240,000
3-bedroom	£300,000
4- bedroom	£420,000
5- bedroom	£550,000
6- bedroom	£880,000

Year 1

**Purchase
Budget required**

Type of property	Quantity	Comments
6-bedroom property	2	Properties for larger families, general needs
5-bedroom property	3	Properties for larger families, general needs
Disability high level	5	Disability adapted (Mobility 1) – 5x two-bedroom accommodations

£1,760,000

£1,650,000

£1,200,000

10 TOTAL

£4,610,000

Year 2

Type of property	Quantity	Comments
5-bedroom property	6	Properties for larger families, general needs
Disability high level	6	Disability adapted (Mobility 1) – 6x one-bedroom accommodations

£3,300,000

£1,080,000

12 TOTAL

£4,380,000

Year 3

Type of property	Quantity	Comments
4-bedroom property	6	Properties for larger families, general needs
Disability high-level	5	Disability adapted (Mobility 1) – 5x one bedroom

£2,520,000

£900,000

11 TOTAL

£3,420,000

Year 4

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability high-level	5	Disability adapted (Mobility 1) – 5x one bedroom

£2,100,000

£900,000

10 TOTAL

£3,000,000

Year 5

Type of property	Quantity	Comments
4-bedroom property	5	Properties for larger families, general needs
Disability high-level	4	Disability adapted (Mobility 1) – 4x three bedrooms accommodations

£2,100,000

£1,200,000

9 TOTAL

£3,300,000

52 TOTAL cost of acquisition

£18,710,000

Cost of disability adaptations

£500,000.00

Cost of repairs (as required)

£520,000.00

Cost of legal, surveys, etc

£45,000.00

TOTAL COST OF AQUISION - 5 YEAR PLAN

£19,775,000.00

Average purchase price	
1-bedroom	£180,000
2-bedroom	£240,000
3-bedroom	£300,000
4- bedroom	£420,000
5- bedroom	£550,000
6- bedroom	£880,000

Appendix A - Profit and loss account	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37	Total Aug-38	Total Aug-39
Rental income	-16,798	-16,966	-17,136	-17,307	-17,480	-17,655	-17,832	-18,010	-18,190	-18,556	-18,741	-18,929	-19,118	-19,309	-19,502	-19,697	-19,894
Less direct costs	776	784	792	800	808	816	824	832	840	857	866	874	883	892	901	910	919
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-16,022	-16,183	-16,344	-16,508	-16,673	-16,840	-17,008	-17,178	-17,350	-17,699	-17,876	-18,054	-18,235	-18,417	-18,601	-18,787	-18,975
Indirect costs																	
Interest on loans	8,127	8,034	7,938	7,841	7,741	7,640	7,536	7,430	7,322	7,099	6,984	6,867	6,747	6,625	6,500	6,372	6,242
Depreciation	27,000	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051
Net (Surplus)/Deficit for the year.	19,105	2,902	2,644	2,384	2,119	1,851	1,579	1,303	1,023	451	159	-137	-437	-742	-1,051	-1,365	-1,683



Appendix A - Profit and loss account	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Rental income	-20,093	-20,294	-20,497	-20,702	-20,909	-21,118	-21,329	-21,543	-21,758	-21,976	-22,195	-22,417	-22,642	-22,868	-23,097
Less direct costs	928	937	947	956	966	976	985	995	1,005	1,015	1,025	1,036	1,046	1,056	1,067
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-19,165	-19,357	-19,550	-19,746	-19,943	-20,143	-20,344	-20,548	-20,753	-20,961	-21,170	-21,382	-21,596	-21,812	-22,030
Indirect costs															
Interest on loans	6,109	5,973	5,834	5,693	5,548	5,401	5,250	5,096	4,939	4,779	4,615	4,448	4,277	4,103	3,925
Depreciation	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051
Net (Surplus)/Deficit for the year.	-2,006	-2,333	-2,666	-3,003	-3,345	-3,692	-4,044	-4,401	-4,764	-5,131	-5,505	-5,884	-6,268	-6,658	-7,055



Appendix A - Profit and loss account	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Rental income	-23,328	-23,561	-23,797	-24,035	-24,275	-24,518	-24,763	-25,010	-25,261	-25,513	-25,768	-26,026	-26,286	-26,549	-26,815	-27,083	-27,354
Less direct costs	1,078	1,088	1,099	1,110	1,121	1,133	1,144	1,155	1,167	1,179	1,190	1,202	1,214	1,226	1,239	1,251	1,264
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-22,250	-22,473	-22,697	-22,924	-23,153	-23,385	-23,619	-23,855	-24,094	-24,335	-24,578	-24,824	-25,072	-25,323	-25,576	-25,832	-26,090
Indirect costs																	
Interest on loans	3,743	3,558	3,368	3,175	2,977	2,776	2,570	2,360	2,145	1,926	1,703	1,474	1,241	1,003	760	512	259
Depreciation	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051	11,051
Net (Surplus)/Deficit for the year.	-7,456	-7,864	-8,279	-8,699	-9,126	-9,559	-9,998	-10,445	-10,898	-11,358	-11,825	-12,299	-12,780	-13,269	-13,765	-14,269	-14,781



Appendix B Balance Sheet

	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37	Total Aug-38	Total Aug-39
Fixed Assets																	
Tangible NBV	360,000	348,949	337,899	326,848	315,798	304,747	293,697	282,646	271,596	274,495	263,444	252,393	241,343	230,292	249,242	238,191	227,141
Current Assets																	
Trade Debtors	420	424	428	433	437	441	446	450	455	464	469	473	478	483	488	492	497
Bank account (over drawn)	3,026	6,629	10,393	14,321	18,414	22,673	27,101	31,698	36,468	21,529	26,824	32,298	37,952	43,789	19,809	26,016	32,411
	3,446	7,053	10,822	14,754	18,851	23,114	27,546	32,149	36,923	21,993	27,293	32,771	38,430	44,271	20,297	26,508	32,908
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-382,551	-378,009	-373,371	-368,636	-363,802	-358,866	-353,826	-348,680	-343,427	-332,586	-326,995	-321,286	-315,457	-309,505	-303,429	-297,225	-290,891
	-382,551	-378,009	-373,371	-368,636	-363,802	-358,866	-353,826	-348,680	-343,427	-332,586	-326,995	-321,286	-315,457	-309,505	-303,429	-297,225	-290,891
	-19,105	-22,007	-24,651	-27,034	-29,153	-31,004	-32,583	-33,886	-34,909	-36,099	-36,258	-36,121	-35,684	-34,942	-33,891	-32,526	-30,843
Reserves																	
B/fwd.	-19,763	-21,764	-24,430	-26,835	-28,977	-30,850	-32,451	-33,777	-34,823	-36,061	-36,245	-36,132	-35,720	-35,003	-33,978	-32,639	-30,982
Surplus/(Deficit)	658	-242	-220	-199	-177	-154	-132	-109	-85	-38	-13	11	36	62	88	114	140
C/fwd.	-19,105	-22,006	-24,651	-27,034	-29,153	-31,004	-32,583	-33,885	-34,908	-36,099	-36,258	-36,121	-35,684	-34,941	-33,890	-32,525	-30,842
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Appendix B Balance Sheet

	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Fixed Assets															
Tangible NBV	216,090	205,040	223,989	212,938	201,888	190,837	179,787	168,736	157,686	146,635	135,585	124,534	168,483	157,433	146,382
Current Assets															
Trade Debtors	502	507	512	518	523	528	533	539	544	549	555	560	566	572	577
Bank account (over drawn)	38,995	45,771	22,740	29,905	37,267	44,828	52,591	60,558	68,729	77,109	85,697	94,498	48,512	57,742	67,190
	39,497	46,278	23,252	30,422	37,790	45,356	53,125	61,096	69,273	77,658	86,252	95,058	49,078	58,314	67,768
Current liabilities															
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-284,424	-277,821	-271,079	-264,196	-257,168	-249,993	-242,667	-235,187	-227,550	-219,752	-211,791	-203,663	-195,364	-186,891	-178,239
	-284,424	-277,821	-271,079	-264,196	-257,168	-249,993	-242,667	-235,187	-227,550	-219,752	-211,791	-203,663	-195,364	-186,891	-178,239
	-28,837	-26,503	-23,838	-20,835	-17,491	-13,799	-9,755	-5,354	-591	4,541	10,046	15,929	22,198	28,856	35,911
Reserves															
B/fwd.	-29,003	-26,697	-24,060	-21,085	-17,769	-14,106	-10,092	-5,721	-987	4,113	9,587	15,439	21,676	28,302	35,323
Surplus/(Deficit)	167	194	222	250	279	308	337	367	397	428	459	490	522	555	588
C/fwd.	-28,836	-26,503	-23,838	-20,835	-17,490	-13,799	-9,755	-5,354	-590	4,541	10,046	15,930	22,198	28,856	35,911
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Appendix B Balance Sheet

	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Fixed Assets																	
Tangible NBV	135,332	124,281	113,231	102,180	91,130	80,079	69,029	147,978	136,927	125,877	114,826	103,776	122,725	111,675	100,624	89,574	78,523
Current Assets																	
Trade Debtors	583	589	595	601	607	613	619	625	632	638	644	651	657	664	670	677	684
Bank account (over drawn)	76,859	86,749	96,865	107,207	117,779	128,582	139,619	60,892	72,403	84,156	96,151	108,393	90,882	103,622	116,616	129,865	143,373
	77,442	87,338	97,460	107,808	118,386	129,195	140,238	61,517	73,035	84,793	96,795	109,043	91,539	104,286	117,286	130,542	144,057
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-169,407	-160,388	-151,180	-141,779	-132,181	-122,381	-112,375	-102,159	-91,728	-81,078	-70,205	-59,104	-47,769	-36,196	-24,380	-12,316	0
	-169,407	-160,388	-151,180	-141,779	-132,181	-122,381	-112,375	-102,159	-91,728	-81,078	-70,205	-59,104	-47,769	-36,196	-24,380	-12,316	0
	43,367	51,232	59,510	68,209	77,335	86,893	96,892	107,336	118,234	129,592	141,417	153,715	166,496	179,765	193,530	207,799	222,580
Reserves																	
B/fwd.	42,746	50,576	58,821	67,484	76,575	86,097	96,059	106,466	117,326	128,646	140,432	152,691	165,431	178,659	192,383	206,610	221,348
Surplus/(Deficit)	621	655	690	725	760	797	833	870	908	946	985	1,025	1,065	1,106	1,147	1,189	1,232
C/fwd.	43,367	51,232	59,510	68,209	77,335	86,894	96,892	107,337	118,234	129,592	141,417	153,716	166,496	179,765	193,530	207,799	222,580
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Appendix C Cash Flow Projections

	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37	Total Aug-38	Total Aug-39
Inflows																	
Rents Received	16,378	16,962	17,132	17,303	17,476	17,651	17,827	18,006	18,186	18,551	18,737	18,924	19,113	19,304	19,498	19,692	19,889
PWLB loan received	387,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	403,378	16,962	17,132	17,303	17,476	17,651	17,827	18,006	18,186	18,551	18,737	18,924	19,113	19,304	19,498	19,692	19,889
Outflows																	
Suppliers	-776	-784	-792	-800	-808	-816	-824	-832	-840	-857	-866	-874	-883	-892	-901	-910	-919
Fixed Assets	-387,000	0	0	0	0	0	0	0	0	-25,000	0	0	0	0	-30,000	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-400,352	-13,360	-13,367	-13,375	-13,383	-13,391	-13,400	-13,408	-13,416	-38,433	-13,442	-13,450	-13,459	-13,468	-43,477	-13,486	-13,495
Net monthly cash inflow/(outflow)	3,026	3,602	3,764	3,928	4,093	4,259	4,428	4,598	4,769	-19,882	5,295	5,474	5,654	5,837	-23,979	6,207	6,394
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	0	3,026	6,629	10,393	14,321	18,414	22,673	27,101	31,698	41,411	21,529	26,824	32,298	37,952	43,789	19,809	26,016
B/cfwd	3,026	6,629	10,393	14,321	18,414	22,673	27,101	31,698	36,468	21,529	26,824	32,298	37,952	43,789	19,809	26,016	32,411

Appendix C Cash Flow Projections

	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Inflows															
Rents Received	20,088	20,289	20,492	20,697	20,904	21,113	21,324	21,537	21,753	21,970	22,190	22,412	22,636	22,862	23,091
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	20,088	20,289	20,492	20,697	20,904	21,113	21,324	21,537	21,753	21,970	22,190	22,412	22,636	22,862	23,091
Outflows															
Suppliers	-928	-937	-947	-956	-966	-976	-985	-995	-1,005	-1,015	-1,025	-1,036	-1,046	-1,056	-1,067
Fixed Assets	0	0	-30,000	0	0	0	0	0	0	0	0	0	-55,000	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-13,504	-13,513	-43,523	-13,532	-13,542	-13,551	-13,561	-13,571	-13,581	-13,591	-13,601	-13,611	-68,622	-13,632	-13,643
Net monthly cash inflow/(outflow)	6,584	6,776	-23,031	7,165	7,362	7,562	7,763	7,966	8,172	8,379	8,589	8,800	-45,986	9,230	9,448
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	32,411	38,995	45,771	22,740	29,905	37,267	44,828	52,591	60,558	68,729	77,109	85,697	94,498	48,512	57,742
B/cfwd	38,995	45,771	22,740	29,905	37,267	44,828	52,591	60,558	68,729	77,109	85,697	94,498	48,512	57,742	67,190



Appendix C Cash Flow Projections

	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Inflows																	
Rents Received	23,322	23,555	23,791	24,029	24,269	24,512	24,757	25,004	25,254	25,507	25,762	26,019	26,280	26,542	26,808	27,076	27,347
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	23,322	23,555	23,791	24,029	24,269	24,512	24,757	25,004	25,254	25,507	25,762	26,019	26,280	26,542	26,808	27,076	27,347
Outflows																	
Suppliers	-1,078	-1,088	-1,099	-1,110	-1,121	-1,133	-1,144	-1,155	-1,167	-1,179	-1,190	-1,202	-1,214	-1,226	-1,239	-1,251	-1,264
Fixed Assets	0	0	0	0	0	0	0	-90,000	0	0	0	0	-30,000	0	0	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576	-12,576
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-13,654	-13,664	-13,675	-13,686	-13,697	-13,708	-13,720	-103,731	-13,743	-13,754	-13,766	-13,778	-43,790	-13,802	-13,815	-13,827	-13,838
Net monthly cash inflow/(outflow)	9,668	9,891	10,115	10,342	10,572	10,803	11,037	-78,727	11,511	11,752	11,996	12,241	-17,510	12,740	12,993	13,249	13,508
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	67,190	76,859	86,749	96,865	107,207	117,779	128,582	139,619	60,892	72,403	84,156	96,151	108,393	90,882	103,622	116,616	129,865
B/cfwd	76,859	86,749	96,865	107,207	117,779	128,582	139,619	60,892	72,403	84,156	96,151	108,393	90,882	103,622	116,616	129,865	143,373

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Appendix A - Profit and loss account	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-31	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37
Rental income	-17,638	-17,815	-17,993	-18,173	-18,354	-18,538	-18,723	-18,911	-19,100	-19,291	-19,484	-19,678	-19,875	-20,074	-20,275	-20,477
Less direct costs	779	787	794	802	810	819	827	835	843	852	860	869	878	886	895	904
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-16,859	-17,028	-17,198	-17,370	-17,544	-17,719	-17,897	-18,076	-18,256	-18,439	-18,623	-18,810	-18,998	-19,188	-19,379	-19,573
Indirect costs																
Interest on loans	10,836	10,711	10,584	10,454	10,322	10,186	10,048	9,907	9,763	9,616	9,466	9,312	9,156	8,996	8,833	8,666
Depreciation	36,000	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451
Net (Surplus)/Deficit for the year.	29,977	7,134	6,836	6,535	6,228	5,918	5,602	5,282	4,957	4,628	4,293	3,953	3,609	3,259	2,904	2,543



Appendix A - Profit and loss account	Total Aug-38	Total Aug-39	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Rental income	-20,682	-20,889	-21,098	-21,309	-21,522	-21,737	-21,955	-22,174	-22,396	-22,620	-22,846	-23,074	-23,305	-23,538	-23,774	-24,011	-24,252
Less direct costs	913	922	932	941	950	960	969	979	989	999	1,009	1,019	1,029	1,039	1,050	1,060	1,071
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-19,769	-19,967	-20,166	-20,368	-20,572	-20,777	-20,985	-21,195	-21,407	-21,621	-21,837	-22,056	-22,276	-22,499	-22,724	-22,951	-23,181
Indirect costs																	
Interest on loans	8,496	8,322	8,145	7,964	7,779	7,590	7,397	7,201	7,000	6,795	6,585	6,371	6,153	5,930	5,703	5,470	5,233
Depreciation	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451
Net (Surplus)/Deficit for the year.	2,178	1,806	1,429	1,046	658	263	-137	-544	-957	-1,376	-1,802	-2,234	-2,673	-3,118	-3,571	-4,031	-4,497



Appendix A - Profit and loss account	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Rental income	-24,494	-24,739	-24,986	-25,236	-25,489	-25,743	-26,001	-26,261	-26,524	-26,789	-27,057	-27,327	-27,601	-27,877	-28,155	-28,437	-28,721
Less direct costs	1,082	1,092	1,103	1,114	1,125	1,137	1,148	1,160	1,171	1,183	1,195	1,207	1,219	1,231	1,243	1,256	1,268
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-23,413	-23,647	-23,883	-24,122	-24,363	-24,607	-24,853	-25,101	-25,352	-25,606	-25,862	-26,121	-26,382	-26,646	-26,912	-27,181	-27,453
Indirect costs																	
Interest on loans	4,991	4,743	4,491	4,233	3,970	3,701	3,427	3,146	2,860	2,568	2,270	1,966	1,655	1,338	1,013	683	345
Depreciation	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451	13,451
Net (Surplus)/Deficit for the year.	-4,971	-5,453	-5,942	-6,438	-6,943	-7,455	-7,976	-8,504	-9,041	-9,587	-10,141	-10,704	-11,276	-11,858	-12,448	-13,048	-13,658



Appendix B Balance Sheet

	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-31	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37
Fixed Assets																
Tangible NBV	480,000	466,549	453,099	439,648	426,198	412,747	399,297	385,846	372,396	358,945	370,495	357,044	343,593	330,143	316,692	333,242
Current Assets																
Trade Debtors	441	445	450	454	459	463	468	473	477	482	487	492	497	502	507	512
Bank account (over drawn)	-349	-94	332	930	1,702	2,649	3,773	5,076	6,560	8,226	-14,923	-12,886	-10,661	-8,247	-5,640	-32,840
	92	352	782	1,385	2,161	3,112	4,241	5,549	7,037	8,709	-14,436	-12,394	-10,165	-7,745	-5,133	-32,328
Current liabilities																
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-510,068	-504,012	-497,828	-491,515	-485,069	-478,487	-471,768	-464,907	-457,902	-450,750	-443,448	-435,993	-428,381	-420,609	-412,674	-404,572
	-510,068	-504,012	-497,828	-491,515	-485,069	-478,487	-471,768	-464,907	-457,902	-450,750	-443,448	-435,993	-428,381	-420,609	-412,674	-404,572
	-29,977	-37,111	-43,947	-50,482	-56,710	-62,628	-68,230	-73,512	-78,469	-83,097	-87,390	-91,343	-94,952	-98,211	-101,115	-103,658
Reserves																
B/fwd.	-30,479	-36,516	-43,377	-49,937	-56,191	-62,134	-67,763	-73,072	-78,056	-82,711	-87,032	-91,013	-94,651	-97,939	-100,872	-103,446
Surplus/(Deficit)	502	-594	-570	-545	-519	-493	-467	-440	-413	-386	-358	-329	-301	-272	-242	-212
C/fwd.	-29,977	-37,111	-43,947	-50,482	-56,710	-62,628	-68,230	-73,512	-78,469	-83,097	-87,389	-91,343	-94,952	-98,211	-101,114	-103,658
Control																



Appendix B Balance Sheet

	Total Aug-38	Total Aug-39	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Fixed Assets																	
Tangible NBV	319,791	306,341	292,890	279,440	295,989	282,538	269,088	255,637	242,187	228,736	215,286	480,000	188,385	174,934	216,483	203,033	189,582
Current Assets																	
Trade Debtors	517	522	527	533	538	543	549	554	560	565	571	441	583	588	594	600	606
Bank account (over drawn)	-29,844	-26,650	-23,257	-19,662	-45,863	-41,859	-37,647	-33,225	-28,592	-23,744	-18,680	-349	-7,895	-2,170	-51,220	-45,043	-38,636
	-29,327	-26,128	-22,729	-19,129	-45,325	-41,315	-37,098	-32,671	-28,032	-23,178	-18,109	92	-7,313	-1,582	-50,626	-44,442	-38,029
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-396,300	-387,855	-379,232	-370,428	-361,439	-352,261	-342,891	-333,324	-323,555	-313,582	-303,400	-510,068	-282,388	-271,551	-260,485	-249,188	-237,653
	-396,300	-387,855	-379,232	-370,428	-361,439	-352,261	-342,891	-333,324	-323,555	-313,582	-303,400	-510,068	-282,388	-271,551	-260,485	-249,188	-237,653
	-105,835	-107,642	-109,071	-110,117	-110,775	-111,038	-110,901	-110,357	-109,400	-108,024	-106,223	-29,977	-101,317	-98,198	-94,627	-90,597	-86,100
Reserves																	
B/fwd.	-105,654	-107,491	-108,951	-110,030	-110,720	-111,016	-110,912	-110,402	-109,480	-108,139	-106,373	-30,479	-101,539	-98,458	-94,925	-90,932	-86,474
Surplus/(Deficit)	-181	-151	-119	-87	-55	-22	11	45	80	115	150	502	223	260	298	336	375
C/fwd.	-105,835	-107,641	-109,070	-110,117	-110,775	-111,038	-110,901	-110,357	-109,400	-108,024	-106,223	-29,977	-101,316	-98,198	-94,627	-90,597	-86,099
Control																	



Appendix B Balance Sheet

	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Fixed Assets																	
Tangible NBV	176,132	162,681	149,231	135,780	122,330	108,879	95,429	171,978	158,527	145,077	131,626	118,176	134,725	121,275	107,824	94,374	80,923
Current Assets																	
Trade Debtors	612	618	625	631	637	644	650	657	663	670	676	683	690	697	704	711	718
Bank account (over drawn)	-31,997	-25,124	-18,015	-10,667	-3,078	4,754	12,833	-68,840	-60,262	-51,431	-42,343	-32,997	-53,390	-43,519	-33,382	-22,975	-12,296
	-31,385	-24,506	-17,391	-10,036	-2,441	5,398	13,483	-68,184	-59,599	-50,761	-41,667	-32,314	-52,700	-42,822	-32,678	-22,265	-11,578
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-225,875	-213,851	-201,574	-189,039	-176,241	-163,174	-149,833	-136,212	-122,304	-108,105	-93,607	-78,805	-63,692	-48,262	-32,507	-16,422	0
	-225,875	-213,851	-201,574	-189,039	-176,241	-163,174	-149,833	-136,212	-122,304	-108,105	-93,607	-78,805	-63,692	-48,262	-32,507	-16,422	0
	-81,128	-75,676	-69,734	-63,295	-56,353	-48,897	-40,922	-32,417	-23,376	-13,789	-3,647	7,057	18,333	30,191	42,639	55,687	69,345
Reserves																	
B/fwd.	-81,542	-76,130	-70,229	-63,832	-56,931	-49,518	-41,586	-33,126	-24,129	-14,587	-4,492	6,165	17,394	29,203	41,602	54,600	68,207
Surplus/(Deficit)	414	454	495	537	579	621	665	709	753	799	845	892	940	988	1,037	1,087	1,138
C/fwd.	-81,128	-75,675	-69,734	-63,295	-56,352	-48,897	-40,921	-32,417	-23,376	-13,788	-3,647	7,057	18,334	30,191	42,639	55,687	69,345
Control																	



Appendix C Cash Flow Projections

	Total Aug-22	Total Aug-23	Total Aug-24	Total Aug-25	Total Aug-26	Total Aug-27	Total Aug-28	Total Aug-29	Total Aug-30	Total Aug-31	Total Aug-32	Total Aug-33	Total Aug-34	Total Aug-35	Total Aug-36	Total Aug-37
Inflows																
Rents Received	17,197	17,810	17,988	18,168	18,350	18,533	18,719	18,906	19,095	19,286	19,479	19,674	19,870	20,069	20,270	20,472
PWLB loan received	516,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	533,197	17,810	17,988	18,168	18,350	18,533	18,719	18,906	19,095	19,286	19,479	19,674	19,870	20,069	20,270	20,472
Outflows																
Suppliers	-779	-787	-794	-802	-810	-819	-827	-835	-843	-852	-860	-869	-878	-886	-895	-904
Fixed Assets	-516,000	0	0	0	0	0	0	0	0	0	-25,000	0	0	0	0	-30,000
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-533,547	-17,554	-17,562	-17,570	-17,578	-17,586	-17,595	-17,603	-17,611	-17,620	-42,628	-17,637	-17,645	-17,654	-17,663	-47,672
Net monthly cash inflow/(outflow)	-349	256	426	598	772	947	1,124	1,303	1,484	1,666	-23,149	2,037	2,225	2,415	2,607	-27,200
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	0	-349	-94	332	930	1,702	2,649	3,773	5,076	6,560	8,226	-14,923	-12,886	-10,661	-8,247	-5,640
B/cfwd	-349	-94	332	930	1,702	2,649	3,773	5,076	6,560	8,226	-14,923	-12,886	-10,661	-8,247	-5,640	-32,840

Appendix C Cash Flow Projections

	Total Aug-38	Total Aug-39	Total Aug-40	Total Aug-41	Total Aug-42	Total Aug-43	Total Aug-44	Total Aug-45	Total Aug-46	Total Aug-47	Total Aug-48	Total Aug-49	Total Aug-50	Total Aug-51	Total Aug-52	Total Aug-53	Total Aug-54
Inflows																	
Rents Received	20,677	20,884	21,093	21,304	21,517	21,732	21,949	22,169	22,390	22,614	22,840	23,069	23,299	23,532	23,768	24,005	24,246
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	20,677	20,884	21,093	21,304	21,517	21,732	21,949	22,169	22,390	22,614	22,840	23,069	23,299	23,532	23,768	24,005	24,246
Outflows																	
Suppliers	-913	-922	-932	-941	-950	-960	-969	-979	-989	-999	-1,009	-1,019	-1,029	-1,039	-1,050	-1,060	-1,071
Fixed Assets	0	0	0	0	-30,000	0	0	0	0	0	0	0	0	0	-55,000	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-17,681	-17,690	-17,699	-17,709	-47,718	-17,728	-17,737	-17,747	-17,757	-17,767	-17,777	-17,787	-17,797	-17,807	-72,818	-17,828	-17,839
Net monthly cash inflow/(outflow)	2,996	3,194	3,393	3,595	-26,201	4,004	4,212	4,422	4,634	4,848	5,064	5,282	5,503	5,725	-49,050	6,177	6,407
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	-32,840	-29,844	-26,650	-23,257	-19,662	-45,863	-41,859	-37,647	-33,225	-28,592	-23,744	-18,680	-13,398	-7,895	-2,170	-51,220	-45,043
B/cfwd	-29,844	-26,650	-23,257	-19,662	-45,863	-41,859	-37,647	-33,225	-28,592	-23,744	-18,680	-13,398	-7,895	-2,170	-51,220	-45,043	-38,636



Appendix C Cash Flow Projections

	Total Aug-55	Total Aug-56	Total Aug-57	Total Aug-58	Total Aug-59	Total Aug-60	Total Aug-61	Total Aug-62	Total Aug-63	Total Aug-64	Total Aug-65	Total Aug-66	Total Aug-67	Total Aug-68	Total Aug-69	Total Aug-70	Total Aug-71
Inflows																	
Rents Received	24,488	24,733	24,980	25,230	25,482	25,737	25,994	26,254	26,517	26,782	27,050	27,320	27,594	27,870	28,148	28,430	28,714
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	24,488	24,733	24,980	25,230	25,482	25,737	25,994	26,254	26,517	26,782	27,050	27,320	27,594	27,870	28,148	28,430	28,714
Outflows																	
Suppliers	-1,082	-1,092	-1,103	-1,114	-1,125	-1,137	-1,148	-1,160	-1,171	-1,183	-1,195	-1,207	-1,219	-1,231	-1,243	-1,256	-1,268
Fixed Assets	0	0	0	0	0	0	0	-90,000	0	0	0	0	-30,000	0	0	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,768	-16,767
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-17,849	-17,860	-17,871	-17,882	-17,893	-17,905	-17,916	-107,927	-17,939	-17,951	-17,963	-17,974	-47,987	-17,999	-18,011	-18,023	-18,035
Net monthly cash inflow/(outflow)	6,639	6,873	7,109	7,348	7,589	7,833	8,079	-81,673	8,578	8,831	9,087	9,346	-20,393	9,871	10,137	10,406	10,679
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	-38,636	-31,997	-25,124	-18,015	-10,667	-3,078	4,754	12,833	-68,840	-60,262	-51,431	-42,343	-32,997	-53,390	-43,519	-33,382	-22,975
B/cfwd	-31,997	-25,124	-18,015	-10,667	-3,078	4,754	12,833	-68,840	-60,262	-51,431	-42,343	-32,997	-53,390	-43,519	-33,382	-22,975	-12,296



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	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/24	2034/35	2035/36	2036/37	2037/38
Appendix A - Profit and loss account																	
Rental income	-41,576	-41,992	-42,412	-42,836	-43,264	-43,697	-44,134	-44,575	-45,021	-45,471	-45,926	-46,385	-46,849	-47,317	-47,790	-48,268	-48,751
Less direct costs	859	867	876	885	893	902	911	921	930	939	948	958	967	977	987	997	1,007
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-40,717	-41,124	-41,536	-41,951	-42,371	-42,794	-43,222	-43,654	-44,091	-44,532	-44,977	-45,427	-45,881	-46,340	-46,803	-47,271	-47,744
Indirect costs																	
Interest on loans	16,931	16,737	16,538	16,335	16,128	15,916	15,700	15,480	15,255	15,025	14,790	14,551	14,306	14,056	13,801	13,541	13,275
Depreciation	56,250	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851
Net (Surplus)/Deficit for the year.	32,464	-5,537	-6,147	-6,765	-7,392	-8,027	-8,671	-9,324	-9,986	-10,656	-11,336	-12,026	-12,725	-13,433	-14,152	-14,880	-15,619



	2038/39	2039/40	2040/41	2041/42	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52	2052/53	2053/54
Appendix A - Profit and loss account																
Rental income	-49,238	-49,731	-50,228	-50,730	-51,238	-51,750	-52,268	-52,790	-53,318	-53,851	-54,390	-54,934	-55,483	-56,038	-56,598	-57,164
Less direct costs	1,017	1,027	1,037	1,048	1,058	1,069	1,079	1,090	1,101	1,112	1,123	1,134	1,146	1,157	1,169	1,181
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-48,222	-48,704	-49,191	-49,683	-50,180	-50,681	-51,188	-51,700	-52,217	-52,739	-53,267	-53,799	-54,337	-54,881	-55,430	-55,984
Indirect costs																
Interest on loans	13,004	12,726	12,444	12,155	11,860	11,559	11,251	10,937	10,617	10,289	9,955	9,614	9,266	8,910	8,547	8,176
Depreciation	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851
Net (Surplus)/Deficit for the year.	-16,368	-17,127	-17,897	-18,678	-19,469	-20,272	-21,087	-21,912	-22,750	-23,599	-24,461	-25,335	-26,221	-27,120	-28,032	-28,957



	2054/55	2055/56	2056/57	2057/58	2058/59	2059/60	2060/61	2061/62	2062/63	2063/64	2064/65	2065/66	2066/67	2067/68	2068/69	2069/70	2070/71
Appendix A - Profit and loss account																	
Rental income	-57,736	-58,313	-58,896	-59,485	-60,080	-60,681	-61,288	-61,901	-62,520	-63,145	-63,776	-64,414	-65,058	-65,709	-66,366	-67,030	-67,700
Less direct costs	1,192	1,204	1,216	1,228	1,241	1,253	1,266	1,278	1,291	1,304	1,317	1,330	1,344	1,357	1,371	1,384	1,398
Savings on homeless budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross margin	-56,544	-57,109	-57,680	-58,257	-58,840	-59,428	-60,022	-60,622	-61,229	-61,841	-62,459	-63,084	-63,715	-64,352	-64,995	-65,645	-66,302
Indirect costs																	
Interest on loans	7,798	7,412	7,017	6,614	6,203	5,783	5,354	4,916	4,469	4,013	3,547	3,071	2,586	2,090	1,584	1,067	539
Depreciation	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851	18,851
Net (Surplus)/Deficit for the year.	-29,895	-30,847	-31,813	-32,792	-33,786	-34,795	-35,818	-36,856	-37,909	-38,977	-40,062	-41,162	-42,278	-43,412	-44,561	-45,728	-46,912



Appendix B Balance Sheet

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/24	2034/35	2035/36	2036/37	2037/38
Fixed Assets																	
Tangible NBV	750,000	731,149	712,299	693,448	674,598	655,747	636,897	618,046	599,196	580,345	586,495	567,644	548,793	529,943	511,092	522,242	503,391
Current Assets																	
Trade Debtors	1,039	1,050	1,060	1,071	1,082	1,092	1,103	1,114	1,126	1,137	1,148	1,160	1,171	1,183	1,195	1,207	1,219
Bank account (over drawn)	13,478	28,392	43,718	59,458	75,618	92,202	109,214	126,657	144,537	162,858	156,624	175,840	195,510	215,638	236,230	227,290	248,822
	14,517	29,442	44,778	60,529	76,700	93,295	110,317	127,772	145,663	163,995	157,772	176,999	196,681	216,821	237,425	228,497	250,041
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-796,982	-787,519	-777,857	-767,992	-757,920	-747,637	-737,137	-726,417	-715,472	-704,297	-692,888	-681,239	-669,345	-657,201	-644,803	-632,144	-619,219
	-796,982	-787,519	-777,857	-767,992	-757,920	-747,637	-737,137	-726,417	-715,472	-704,297	-692,888	-681,239	-669,345	-657,201	-644,803	-632,144	-619,219
	-32,464	-26,927	-20,780	-14,014	-6,622	1,405	10,077	19,401	29,386	40,043	51,379	63,405	76,129	89,563	103,714	118,594	134,213
Reserves																	
B/fwd.	-34,446	-27,388	-21,292	-14,578	-7,238	737	9,354	18,624	28,554	39,155	50,435	62,403	75,069	88,444	102,535	117,355	132,912
Surplus/(Deficit)	1,982	461	512	564	616	669	723	777	832	888	945	1,002	1,060	1,119	1,179	1,240	1,302
C/fwd.	-32,464	-26,927	-20,779	-14,014	-6,622	1,406	10,077	19,401	29,386	40,043	51,379	63,405	76,130	89,563	103,715	118,595	134,213
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Appendix B Balance Sheet

	2038/39	2039/40	2040/41	2041/42	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52	2052/53	2053/54
Fixed Assets																
Tangible NBV	484,541	465,690	446,840	457,989	439,138	420,288	401,437	382,587	363,736	344,886	326,035	307,185	288,334	324,484	305,633	286,782
Current Assets																
Trade Debtors	1,231	1,243	1,256	1,268	1,281	1,294	1,307	1,320	1,333	1,346	1,360	1,373	1,387	1,401	1,415	1,429
Bank account (over drawn)	270,832	293,324	316,302	309,773	333,740	358,209	383,184	408,672	434,676	461,202	488,255	515,841	543,965	517,632	546,848	576,618
	272,063	294,567	317,558	311,041	335,021	359,503	384,491	409,991	436,009	462,548	489,615	517,215	545,352	519,033	548,263	578,047
Current liabilities																
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-606,023	-592,550	-578,793	-564,748	-550,408	-535,767	-520,818	-505,556	-489,972	-474,062	-457,818	-441,232	-424,298	-407,008	-389,356	-371,332
	-606,023	-592,550	-578,793	-564,748	-550,408	-535,767	-520,818	-505,556	-489,972	-474,062	-457,818	-441,232	-424,298	-407,008	-389,356	-371,332
	150,581	167,707	185,604	204,282	223,751	244,024	265,110	287,023	309,773	333,372	357,833	383,167	409,388	436,508	464,540	493,497
Reserves																
B/fwd.	149,217	166,281	184,113	202,726	222,129	242,335	263,353	285,197	307,877	331,406	355,795	381,057	407,204	434,249	462,204	491,084
Surplus/(Deficit)	1,364	1,427	1,491	1,556	1,622	1,689	1,757	1,826	1,896	1,967	2,038	2,111	2,185	2,260	2,336	2,413
C/fwd.	150,581	167,708	185,605	204,282	223,752	244,024	265,111	287,023	309,773	333,372	357,833	383,168	409,389	436,509	464,540	493,497
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Appendix B Balance Sheet

	2054/55	2055/56	2056/57	2057/58	2058/59	2059/60	2060/61	2061/62	2062/63	2063/64	2064/65	2065/66	2066/67	2067/68	2068/69	2069/70	2070/71
Fixed Assets																	
Tangible NBV	267,932	249,081	230,231	211,380	192,530	173,679	154,829	225,978	207,127	188,277	169,426	150,576	161,725	142,875	124,024	105,174	86,323
Current Assets																	
Trade Debtors	1,443	1,458	1,472	1,487	1,502	1,517	1,532	1,548	1,563	1,579	1,594	1,610	1,626	1,643	1,659	1,676	1,692
Bank account (over drawn)	606,947	637,842	669,308	701,351	733,976	767,189	800,996	745,403	780,417	816,042	852,286	889,154	896,653	934,789	973,569	1,012,998	1,053,084
	608,391	639,300	670,781	702,838	735,478	768,706	802,528	746,951	781,980	817,621	853,881	890,765	898,280	936,432	975,228	1,014,673	1,054,776
Current liabilities																	
Trade Creditors	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB (capital only)	-352,931	-334,142	-314,960	-295,374	-275,377	-254,960	-234,114	-212,831	-191,101	-168,914	-146,261	-123,133	-99,519	-75,409	-50,793	-25,660	0
	-352,931	-334,142	-314,960	-295,374	-275,377	-254,960	-234,114	-212,831	-191,101	-168,914	-146,261	-123,133	-99,519	-75,409	-50,793	-25,660	0
	523,392	554,239	586,052	618,844	652,630	687,425	723,242	760,098	798,006	836,984	877,045	918,207	960,486	1,003,897	1,048,459	1,094,187	1,141,099
Reserves																	
B/fwd.	520,901	551,669	583,401	616,112	649,815	684,526	720,258	757,027	794,848	833,736	873,707	914,778	956,963	1,000,280	1,044,746	1,090,377	1,137,190
Surplus/(Deficit)	2,491	2,571	2,651	2,733	2,816	2,900	2,985	3,071	3,159	3,248	3,338	3,430	3,523	3,618	3,713	3,811	3,909
C/fwd.	523,392	554,239	586,052	618,844	652,631	687,425	723,243	760,098	798,007	836,984	877,046	918,208	960,486	1,003,898	1,048,459	1,094,187	1,141,100
Control	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/24	2034/35	2035/36	2036/37	2037/38
Appendix C Cash Flow Projections																	
Inflows																	
Rents Received	40,536	41,981	42,401	42,825	43,253	43,686	44,123	44,564	45,010	45,460	45,914	46,373	46,837	47,305	47,779	48,256	48,739
PWLB loan received	806,250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	846,786	41,981	42,401	42,825	43,253	43,686	44,123	44,564	45,010	45,460	45,914	46,373	46,837	47,305	47,779	48,256	48,739
Outflows																	
Suppliers	-859	-867	-876	-885	-893	-902	-911	-921	-930	-939	-948	-958	-967	-977	-987	-997	-1,007
Fixed Assets	-806,250	0	0	0	0	0	0	0	0	0	-25,000	0	0	0	0	-30,000	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-833,308	-27,067	-27,076	-27,084	-27,093	-27,102	-27,111	-27,120	-27,129	-27,139	-52,148	-27,158	-27,167	-27,177	-27,187	-57,197	-27,207
Net monthly cash inflow/(outflow)	13,478	14,914	15,325	15,741	16,160	16,584	17,011	17,444	17,880	18,321	-6,234	19,216	19,670	20,129	20,592	-8,940	21,532
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	0	13,478	28,392	43,718	59,458	75,618	92,202	109,214	126,657	144,537	162,858	156,624	175,840	195,510	215,638	236,230	227,290
B/cfwd	13,478	28,392	43,718	59,458	75,618	92,202	109,214	126,657	144,537	162,858	156,624	175,840	195,510	215,638	236,230	227,290	248,822



Appendix C Cash Flow Projections

	2038/39	2039/40	2040/41	2041/42	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52	2052/53	2053/54
Inflows																
Rents Received	49,226	49,719	50,216	50,718	51,225	51,737	52,255	52,777	53,305	53,838	54,376	54,920	55,469	56,024	56,584	57,150
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	49,226	49,719	50,216	50,718	51,225	51,737	52,255	52,777	53,305	53,838	54,376	54,920	55,469	56,024	56,584	57,150
Outflows																
Suppliers	-1,017	-1,027	-1,037	-1,048	-1,058	-1,069	-1,079	-1,090	-1,101	-1,112	-1,123	-1,134	-1,146	-1,157	-1,169	-1,181
Fixed Assets	0	0	0	-30,000	0	0	0	0	0	0	0	0	0	-55,000	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-27,217	-27,227	-27,237	-57,247	-27,258	-27,268	-27,279	-27,290	-27,301	-27,312	-27,323	-27,334	-27,346	-82,357	-27,369	-27,380
Net monthly cash inflow/(outflow)	22,010	22,492	22,979	-6,530	23,967	24,469	24,976	25,487	26,004	26,526	27,053	27,586	28,124	-26,333	29,216	29,770
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	248,822	270,832	293,324	316,302	309,773	333,740	358,209	383,184	408,672	434,676	461,202	488,255	515,841	543,965	517,632	546,848
B/cfwd	270,832	293,324	316,302	309,773	333,740	358,209	383,184	408,672	434,676	461,202	488,255	515,841	543,965	517,632	546,848	576,618



2054/55 2055/56 2056/57 2057/58 2058/59 2059/60 2060/61 2061/62 2062/63 2063/64 2064/65 2065/66 2066/67 2067/68 2068/69 2069/70 2070/71

Appendix C Cash Flow Projections

	2054/55	2055/56	2056/57	2057/58	2058/59	2059/60	2060/61	2061/62	2062/63	2063/64	2064/65	2065/66	2066/67	2067/68	2068/69	2069/70	2070/71
Inflows																	
Rents Received	57,722	58,299	58,882	59,471	60,065	60,666	61,273	61,885	62,504	63,129	63,761	64,398	65,042	65,693	66,350	67,013	67,683
PWLB loan received	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Savings on B & B Budget	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	57,722	58,299	58,882	59,471	60,065	60,666	61,273	61,885	62,504	63,129	63,761	64,398	65,042	65,693	66,350	67,013	67,683
Outflows																	
Suppliers	-1,192	-1,204	-1,216	-1,228	-1,241	-1,253	-1,266	-1,278	-1,291	-1,304	-1,317	-1,330	-1,344	-1,357	-1,371	-1,384	-1,398
Fixed Assets	0	0	0	0	0	0	0	-90,000	0	0	0	0	-30,000	0	0	0	0
Sundry payments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PWLB loans repayments - gross	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,200	-26,199
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	-27,392	-27,404	-27,416	-27,428	-27,440	-27,453	-27,465	-117,478	-27,491	-27,504	-27,517	-27,530	-57,543	-27,557	-27,570	-27,584	-27,597
Net monthly cash inflow/(outflow)	30,330	30,895	31,466	32,042	32,625	33,213	33,807	-55,593	35,013	35,626	36,244	36,868	7,499	38,136	38,779	39,429	40,086
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B/bfwd	576,618	606,947	637,842	669,308	701,351	733,976	767,189	800,996	745,403	780,417	816,042	852,286	889,154	896,653	934,789	973,569	1,012,998
B/cfwd	606,947	637,842	669,308	701,351	733,976	767,189	800,996	745,403	780,417	816,042	852,286	889,154	896,653	934,789	973,569	1,012,998	1,053,084

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Spelthorne Borough Council Services Committees Forward Plan and Key Decisions

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 25 June 2021 to 26 May 2022

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Community Wellbeing and Housing Committee 28 09 2021	Acquisition of Registered Providers' Street Properties For acquiring individual properties to meet specific affordable housing needs	Non-Key Decision	Public	Marta Imig, Housing Strategy and Policy Manager
Community Wellbeing and Housing Committee 28 09 2021	Afghan Resettlement Scheme	Non-Key Decision	Public	Charlene Edwards, Elmbridge and Spelthorne Family Support Manager
Community Wellbeing and Housing Committee 28 09 2021	Tenancy Strategy	Non-Key Decision	Public	Marta Imig, Housing Strategy and Policy Manager
Community Wellbeing and Housing Committee 28 09 2021	Search Moves Partnership Review To review the current Search Moves Partnership	Non-Key Decision	Public	Jayne Brownlow, Deputy Group Head, Community Wellbeing
Community Wellbeing and Housing Committee 23 11 2021	Leisure Operator Procurement Project Progress update on the tender and procurement of a leisure operator for Sunbury Leisure Centre and the new Spelthorne Leisure Centre. Key decisions required.	Key Decision It is likely to result in the Council incurring expenditure above or making savings of up to £250,000	Private	Carolyn Sheppard, Leisure Facilities & Project Manager

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Community Wellbeing and Housing Committee 23 11 2021 Council 09 12 2021	Member Mental Health Champion To receive nominations for the Member Mental Health Champion. On 15 July Council approved a motion for the creation of this post. Committee are asked to consider the nominations and make a recommendation to Council.	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Community Wellbeing and Housing Committee 28 09 2021	Revenue Monitoring Report (Qtr. 1 April - June)	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant
Community Wellbeing and Housing Committee 28 09 2021	Capital Monitoring Report (Qtr. 1 April - June)	Non-Key Decision	Public	Terry Collier, Deputy Chief Executive, Paul Taylor, Chief Accountant

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

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