

Contact:

See individual reports

Members' briefing pack

Friday, 12 July 2024

Items in this briefing pack:

Page nos.

Corporate Policy and Resources Committee

The following 'to note' reports fall under the remit of the Corporate Policy and Resources Committee.

1. Introduction to Corporate Plan Action Tracker

1 - 4

Members have been provided with information on the development of a Corporate Plan Action Tracker which will outline progress with the key actions specified in the Council's Corporate Plan 2024-28.

Community Wellbeing and Housing Committee

The following 'to note' reports fall under the remit of the Community Wellbeing and Housing Committee

2. Housing, Homelessness & Rough Sleeping Strategy Plans

5 - 28

Members have been provided with information on the plans for the compilation of the new Housing, Homelessness and Rough Sleeping Strategy.

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Corporate Policy and Resources Committee



8 July 2024

Title	Corporate Plan Action Tracker
Purpose of the report	To note
Report Author	Lee O’Neil, Deputy Chief Executive Jennifer Medcraft, Head of Communications and Customer Experience
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Community Addressing Housing Need Resilience Environment Services
Recommendations	Committee is asked to: Note the development of a Corporate Plan Action Tracker which will outline progress with the key actions specified in the Council’s Corporate Plan 2024-28.
Reason for Recommendation	Not applicable

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> In February 2024, the Council agreed a new Corporate Plan (‘the Plan’) for 2024-28, together with an associated Action Plan to be delivered under the five CARES priorities. 	<ul style="list-style-type: none"> By providing a corporate system for recording progress with actions under the Plan, Councillors will be able to monitor progress at any time. Formal updates on progress will then be reported to Committee and published as outlined in this report.

This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> An Action Tracker has been developed to enable progress with the relevant actions under the Corporate Plan to be recorded and monitored. 	<ul style="list-style-type: none"> The new Action Tracker will be available from 15 July 2024, when Councillors will receive a briefing on how to use this at the all-Councillor Briefing.

- 1.1 This report seeks to advise Councillors of the development of an Action Tracker to enable them to be able to monitor progress with key actions outlined in the Corporate Plan 2024-28.
- 1.2 The report provides information on how Councillors will be able to access relevant information and how progress will be formally reported through the Corporate Policy and Resources Committee.

2. Key issues

- 2.1 The Council agreed a new 5-year Corporate Plan for 2024-28 ('the Plan') at the 24 February 2024 Full Council meeting, together with an Action Plan outlining a wide range of short-, medium- and long-term key actions to be taken under the five CARES priorities and their associated themes.



- 2.2 Each of those key actions have been allocated to a Lead Officer who is responsible for progressing the relevant activities and updating on progress.
- 2.3 A SharePoint Action Tracker has been developed to enable the Lead Officers to outline a range of information, including the proposed start dates for these actions, target dates for completion and a record of progress.
- 2.4 A read-only version of this tracker will be made available to all Councillors from 15 July 2024, when a link to the Action Tracker will be sent and a briefing provided on its use at the all-Councillor Briefing that day.
- 2.5 A separate list of the key actions relevant to each of the Council's Committees will also be forwarded to their Chairs/Vice Chairs to enable them to focus in on areas directly related to their remit.
- 2.6 Further adjustments to the layout of the tracker may be made in the future to develop it further, depending on feedback from users.

2.7 In addition to the regular updates to the Action Tracker, progress with actions under the Plan will be reported to the Corporate Policy and Resources Committee through:

- (a) Quarterly high-level updates highlighting any key issues/areas of progress.
- (b) A 6-month update report each year.
- (c) An annual report at the end of the year, at which time the Plan will also be reviewed to ensure that it remains focused on key issues.

3. Options analysis and proposal

3.1 The Committee is asked to note the establishment of an Action Tracker to be launched on 15 July 2024 to enable Councillors and officers to outline and monitor progress with the key actions outlined in the Council's Corporate Plan 2024-28.

4. Financial management comments

4.1 There are no direct financial implications relating to the setting up of the Corporate Plan Action Tracker, which has been developed by the Council's ICT Team.

4.2 Actions under the Plan will have associated costs which have, or will have to be, budgeted for through the Council's service planning and budget setting processes.

5. Risk management comments

5.1 The use of the Action Tracker will assist in monitoring risks to the Council, including any challenges in delivering the agreed actions under the Plan.

6. Procurement comments

6.1 There are no procurement implications associated with the development of the Action Tracker.

7. Legal comments

7.1 There are none.

8. Other considerations

8.1 There are none.

9. Equality and Diversity

9.1 The tracker includes actions relevant to the Council's approach to equality and diversity under the Plan.

10. Sustainability/Climate Change Implications

10.1 The tracker includes actions relevant to the Council's approach to sustainability and climate change under the Plan.

11. Timetable for implementation

11.1 The new Corporate Plan Action Tracker will be available for Councillors to view from 15 July 2024, when a briefing on how to navigate through the tracker will be provided at the all-Councillor Briefing that day.

11.2 Progress with the key actions will then be reported as outlined in section 2.7 above.

12. Contact

- 12.1 Lee O'Neil, Deputy Chief Executive (l.o'neil@spelthorne.gov.uk)
Jennifer Medcraft, Head of Communications and Customer Experience
(j.medcraft@spelthorne.gov.uk)

Background papers:

Link to Corporate Plan - https://www.spelthorne.gov.uk/media/26654/Corporate-Plan-2024-2028/pdf/Corporate_Plan.pdf?m=1714729884587

<https://democracy.spelthorne.gov.uk/documents/s60907/Corporate%20Plan%202024-28%20Action%20Plan%201.pdf>

Community Wellbeing & Housing Committee

July Briefing Pack



Title	Housing, Homelessness & Rough Sleeping Strategy Plans
Purpose of the report	To note
Report Author	Steph Green, Assistant Strategic Housing Lead
Ward(s) Affected	All Wards
Exempt	No
Corporate Priority	Addressing Housing Need
Recommendations	Members are asked to: Note the plans for the compilation of the new Housing, Homelessness and Rough Sleeping Strategy.
Reason for Recommendation	N/A – to note only

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> The existing Housing Strategy and Homelessness and Rough Sleeping Strategy are dated 2020-2025. We are required to refresh the Homelessness and Rough Sleeping strategy every 5 years. 	<ul style="list-style-type: none"> Section 1 of the Homelessness Act 2002 places a duty on local authorities, to formulate a homelessness strategy every 5 years.
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Start to formulate a new strategy to meet the Spring 2025 deadline. 	<ul style="list-style-type: none"> Timetable for implementation is given in more detail in point 11 of this report.

1.1 This report seeks to inform Committee members of a proposed plan to ensure the timely delivery of a new Housing, Homelessness and Rough Sleeping Strategy 2025-2030.

2. Key issues

2.1 The Council currently has two strategies, which are the Housing Strategy and the Homelessness and Rough Sleeping Strategy, they both contain several priorities and a detailed action plan for tackling housing needs and homelessness in the borough of Spelthorne. In 2023, the Housing Options Strategy team consulted and agreed with the Department for Levelling Up, Housing and Communities advisor to merge these two strategies, this is due to the large crossover in both. Merging both strategies has become usual practice for local authorities.

- 2.2 The Housing Options Strategy team are currently following a project timeline to ensure the timely delivery of the new strategy by Spring 2025.
- 2.3 A review of homelessness must take place prior to a homelessness strategy being formulated and published. This review has been undertaken and analyses data from the last 5 years. The completed review will be shared with Committee at a later date. A preview of initial key findings is provided in Appendix A.
- 2.4 A working group will be set-up to discuss initial ideas. The working group will be made up of officers and Members nominated by the committee, to consider the Homelessness Review findings and the feedback collated from both service users and stakeholders. The working group will meet to discuss and agree a draft strategy prior to public consultation. They will also consider the public consultation responses to help inform a final strategy draft before it is submitted to Committee for approval.
- 3. Options analysis and proposal**
- 3.1 None – this report is to note only.
- 4. Financial management comments – N/A**
- 5. Risk management comments**
- 5.1 If the Council does not have a new strategy agreed by Spring 2025, then there is a risk that the Council would not be compliant with legislation that requests councils to have a new strategy every 5 years. A detailed project plan has been drawn up with key milestones to ensure the timely delivery of the new strategy. This is briefly provided in point 11 of this report.
- 6. Procurement comments – N/A**
- 7. Legal comments**
- 7.1 Section 1 of the Homelessness Act 2002 gives housing authorities the power to carry out a homelessness review for their district and formulate and publish a homelessness strategy based on the results of the review. Section 1(4) requires housing authorities to publish a new homelessness strategy, based on the results of a further homelessness review, within the period of 5 years beginning with the day on which their last homelessness strategy was published.
- 7.2 Although the requirement to develop and publish a Housing Strategy is no longer a statutory duty for local authorities, it is significant that the Council develops a strategy that clearly states its housing ambitions and goals for the benefit of the residents of Spelthorne Borough Council. By merging the two strategies, the Council will not only comply with its statutory duty under the 2002 Act but this will also help to ensure that the homelessness strategy for the borough forms part of a coherent approach to tackling homelessness and address the wide range of factors that could contribute to homelessness in the local area.
- 8. Other considerations**
- 8.1 Short, medium and long-term actions have been agreed for Addressing Housing Need under the Corporate Plan 2024 – 2028. There have also been several actions agreed to address affordable housing delivery following a presentation from Professor Morphet to Officers and Councillors. Over the last

several years, Professor Morphet has collated extensive research on local government options for the delivery of affordable housing. Two sessions were held with Admin Group Leaders, and Chair of the Community Wellbeing and Housing Committee, to agree a priority list in response to Professor Morphet's suggestions. Actions from both projects will need to be weaved into the new Housing, Homelessness and Rough Sleeping Strategy.

9. Equality and Diversity

9.1 A full equality and diversity impact assessment will be undertaken and attached as an appendix to the final strategy.

10. Sustainability/Climate Change Implications – N/A

11. Timetable for implementation

Date for completion	Action
Spring 2024	Homelessness Review 2019-2024 compiled
22 nd May – 12 th June 2024	Housing Options client feedback survey open
3 rd July 2024	Useful stakeholder feedback collected from a joint event between Spelthorne Healthy Community Partnership and Spelthorne Homelessness Prevention Forum. Approximately 80 attendees joined.
24 th September 2024	Terms of Reference for working group to be agreed by Community Wellbeing and Housing Committee.
October 2024	Two working group meetings to discuss ideas and reflect on the Homelessness Review findings, client and stakeholder feedback. Draft strategy to be agreed.
5 th November 2024	Strategy draft to go to MAT with public consultation framework for approval.
2 nd December 2024	Strategy draft to go to Community Wellbeing and Housing Committee with public consultation framework for approval.
December 2024 – January 2025	Public Consultation to run for six weeks.
January 2025	Working group to discuss public consultation feedback and amend final strategy draft.
11 th February 2025	Final strategy presented to MAT for approval.
11 th March 2025	Final strategy presented to Committee for approval.
March – April 2025	Communications team to add graphics to strategy before publishing. Press release to be prepared for April 2025.

12. Contact: HousingStrategy@spelthorne.gov.uk

Background papers: None

Appendices:

Appendix A: Homelessness Review 2019-2024 Key Findings

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Homelessness Review 2019-2024 Key Findings



Steph Green, Assistant Strategic Housing Lead



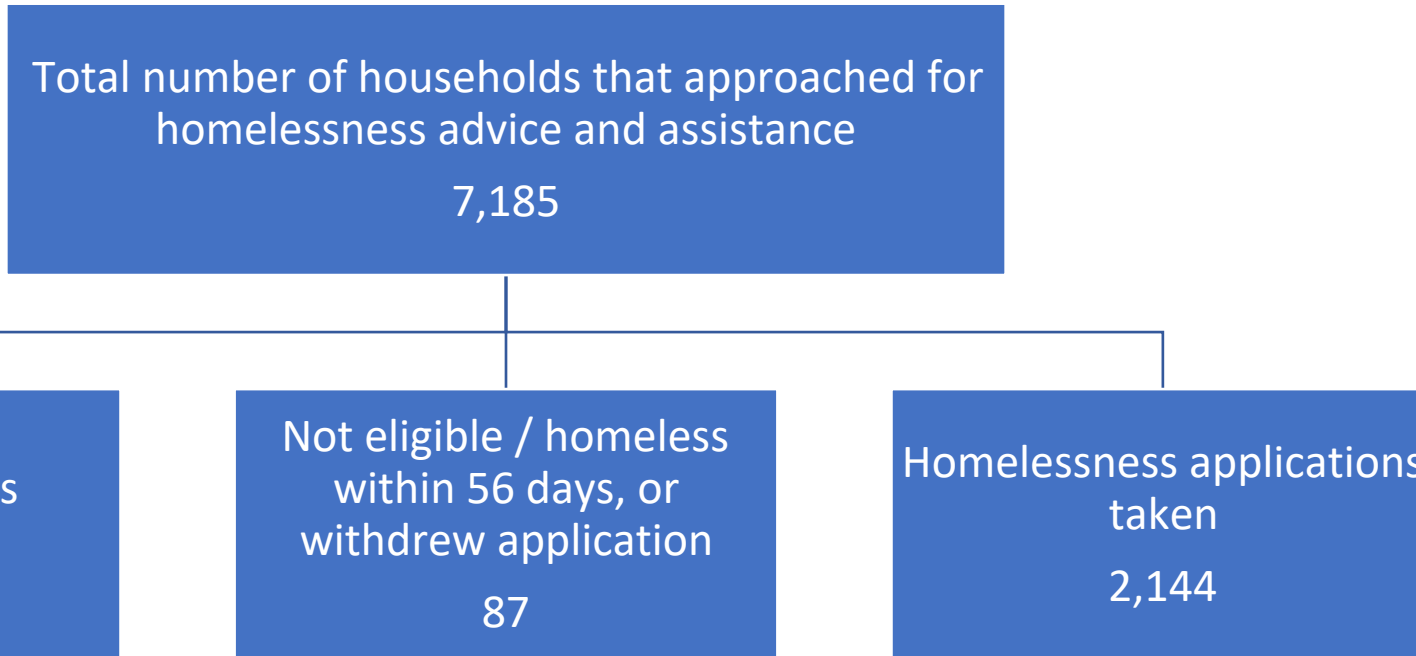
Quick guide to homelessness legislation

The Homelessness Reduction Act places three specific duties on local authorities:

- **Prevention duty** – client is going to be homeless within 56 days. The Council will try prevent this from happening.
- **Relief duty** – client is already homeless. A 56-day relief duty will commence. The Council will try support the client to find alternative accommodation.
- **The ‘main’ duty** – if the Council has been unable to relieve a client’s homelessness, the Council considers if a ‘main’ duty may be owed to help the client on a longer-term basis.
 - The Council will assess if the client is eligible, homeless, has a local connection, has a priority need and become homeless unintentionally.



How many have approached us in the last 5 years?



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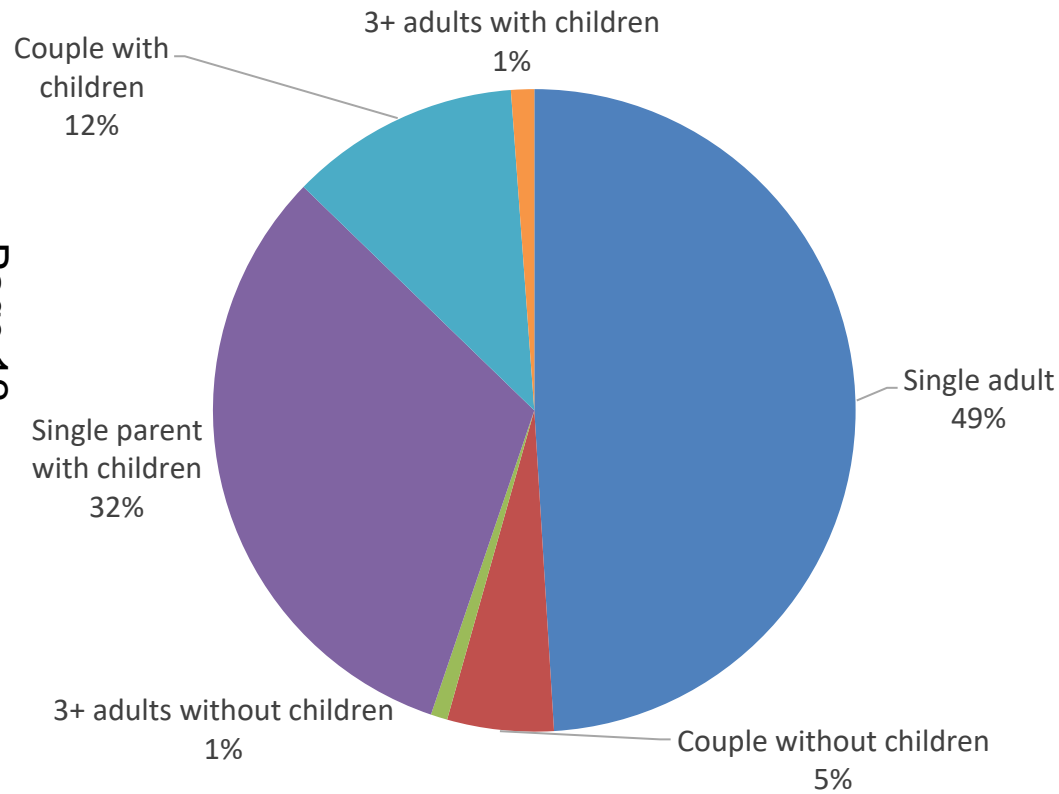


Assessment of Circumstances 2019-2024	Total
Prevention duty owed	1,322
Already homeless, relief duty owed	787
'Legacy cases' assessed prior to the Homelessness Reduction Act	35
Total	2,144

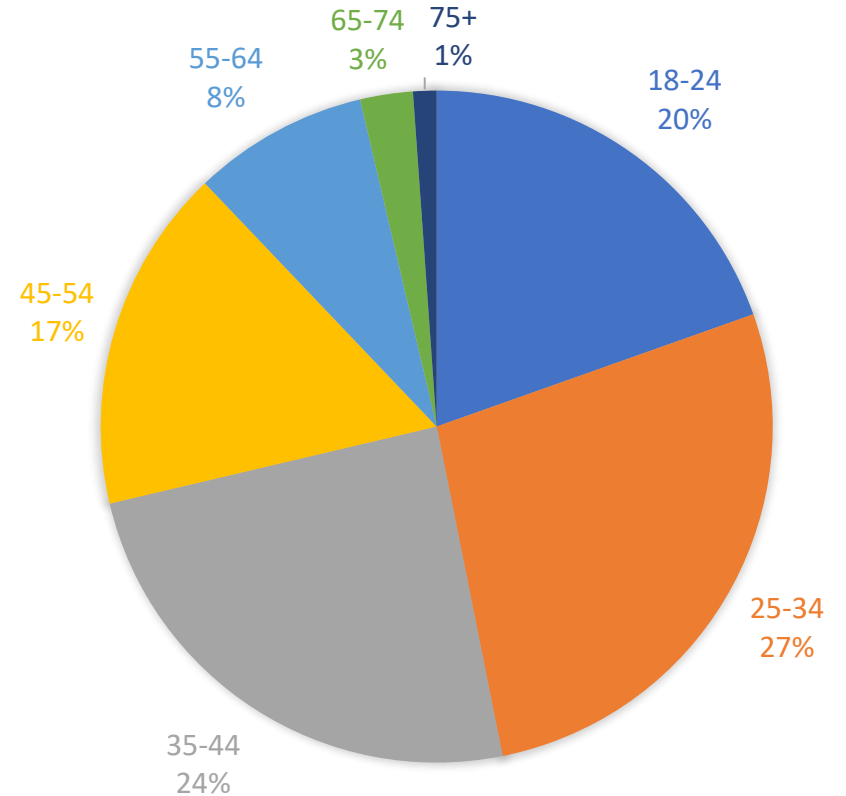


Who's approached us?

Household Make-Up of Homeless Households 2019-2024

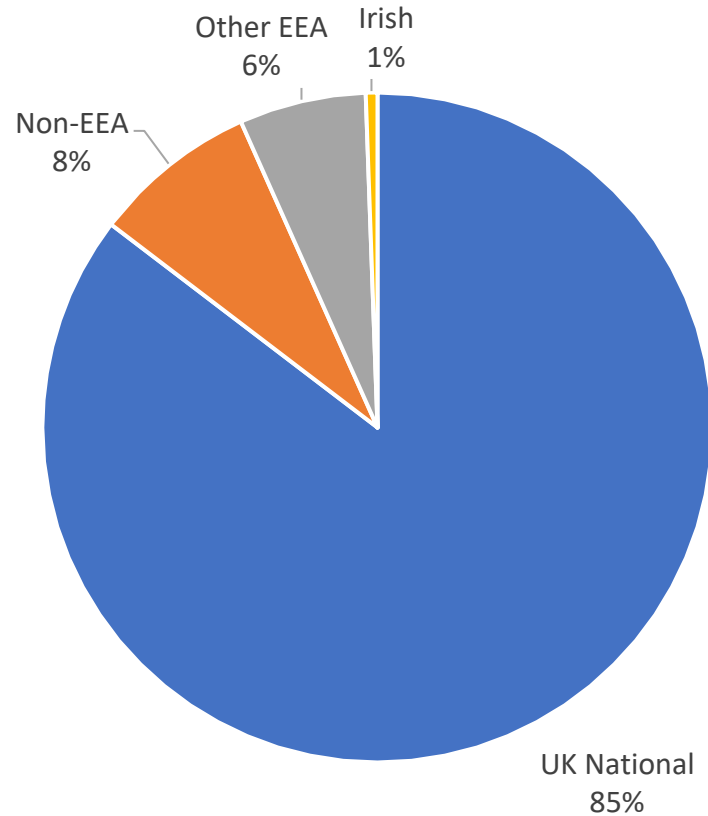


AGE OF MAIN APPLICANT OWED A HOMELESS DUTY 2019-2024

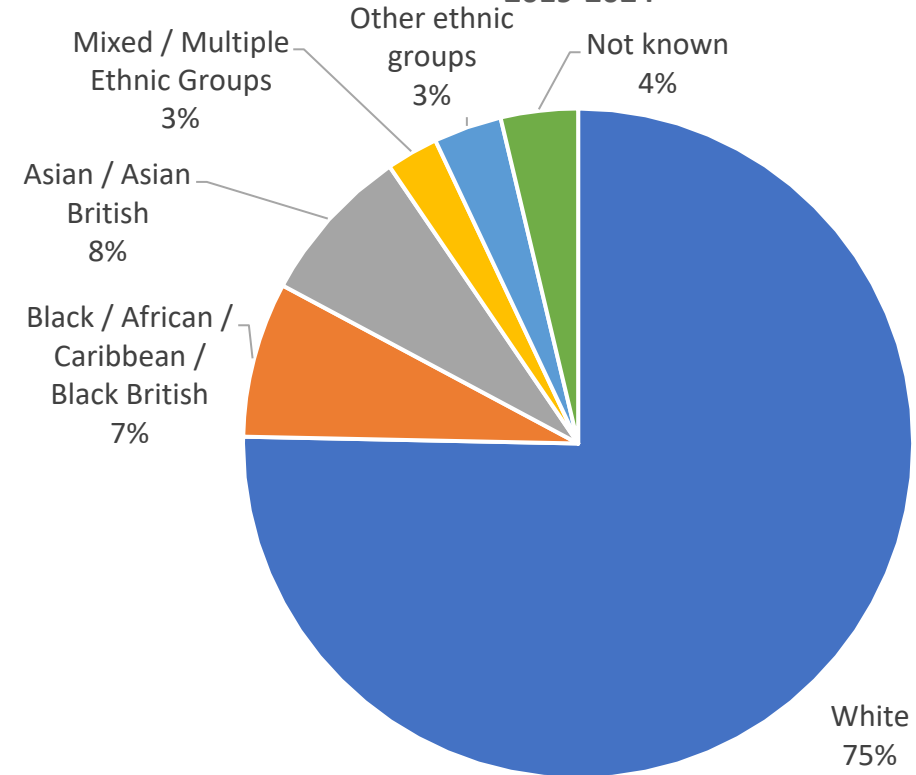


Who's approached us?

Nationality of Main Applicants Owed a Prevention or Relief Duty
2019-2024



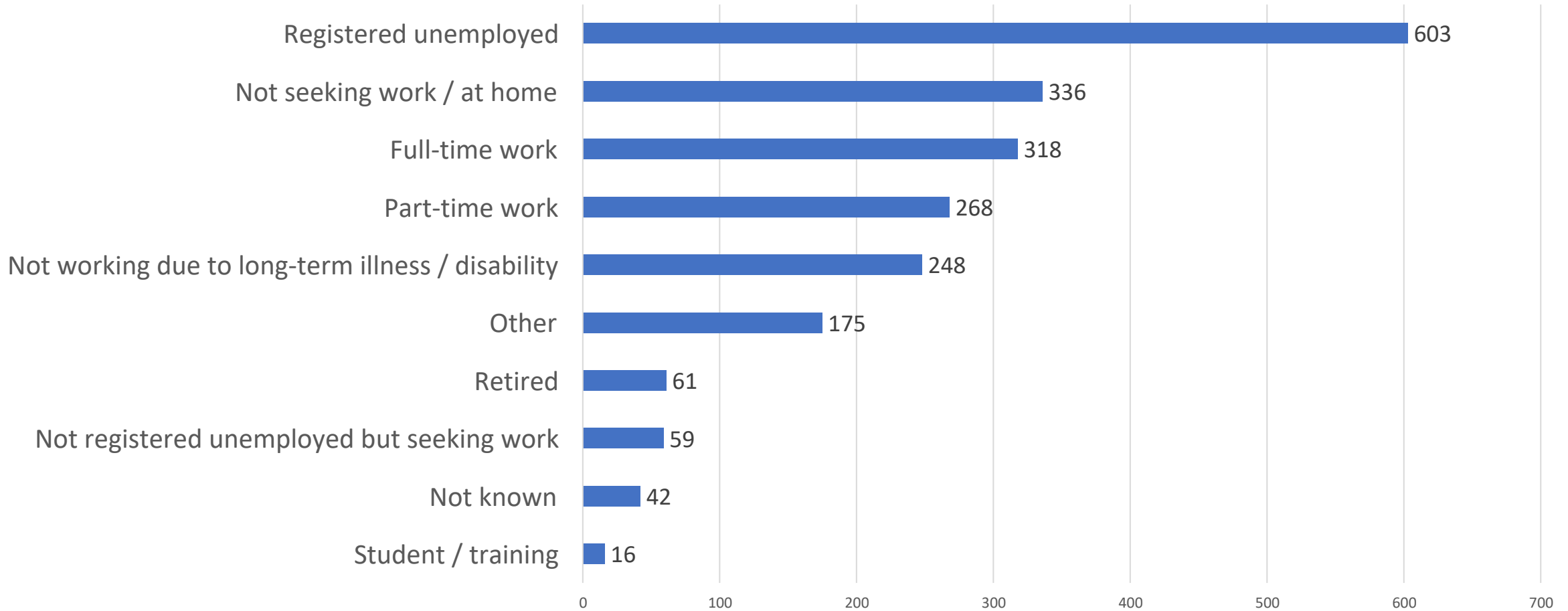
Ethnicity of main applicants owed a prevention or relief duty
2019-2024



Who's approached us?

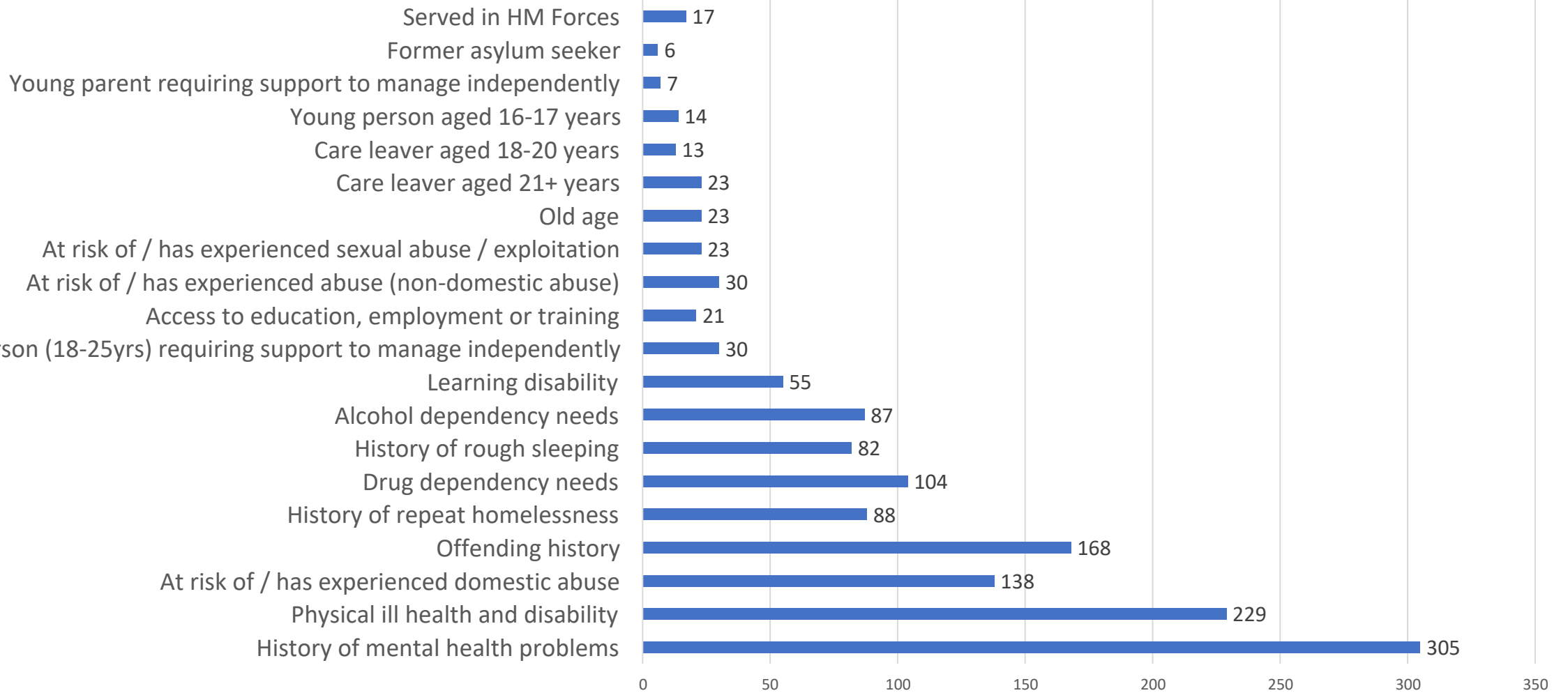
Only 28% in either part-time or full-time employment

Employment Status of Main Applicant Owed a Homelessness Duty 2019-2024



Who's approached us?

Support Needs of Households Owed a Prevention or Relief Duty 2019-2024

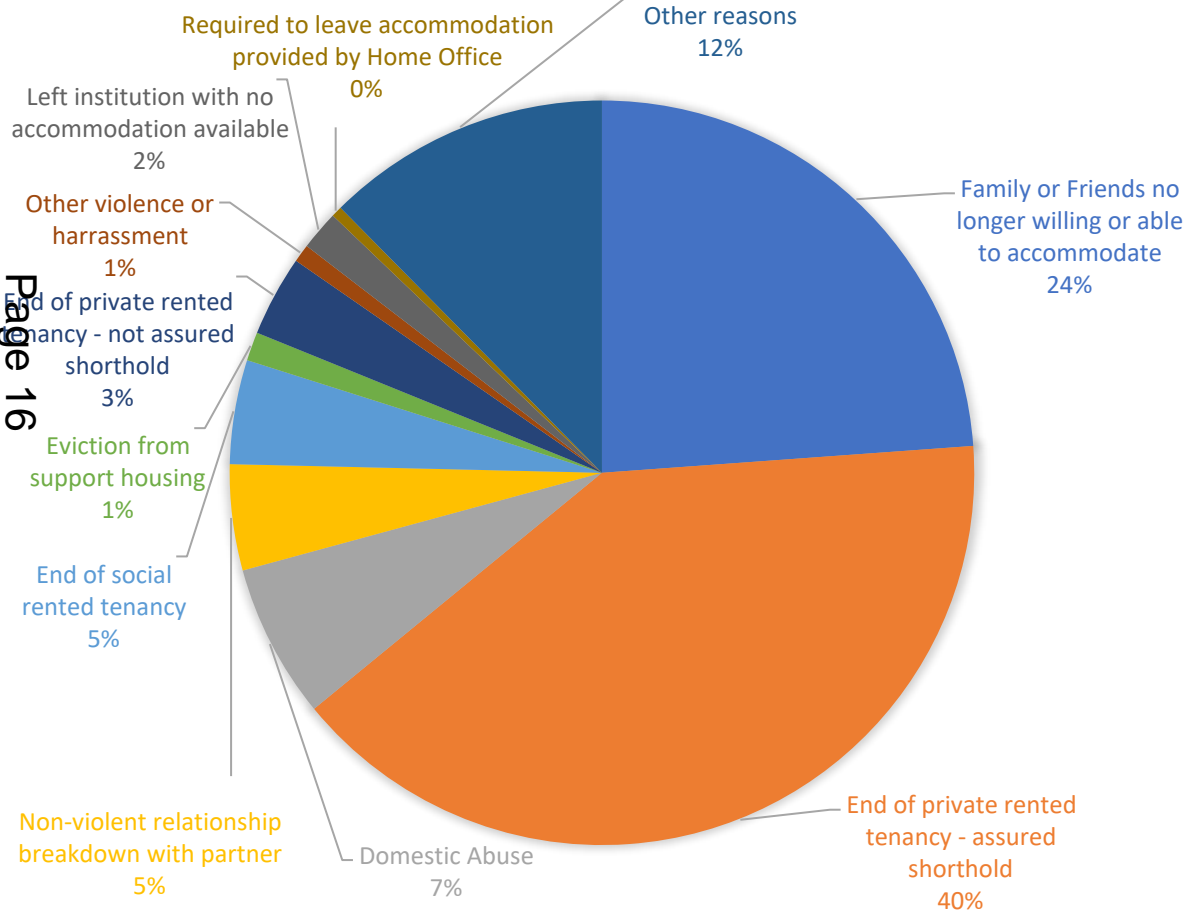


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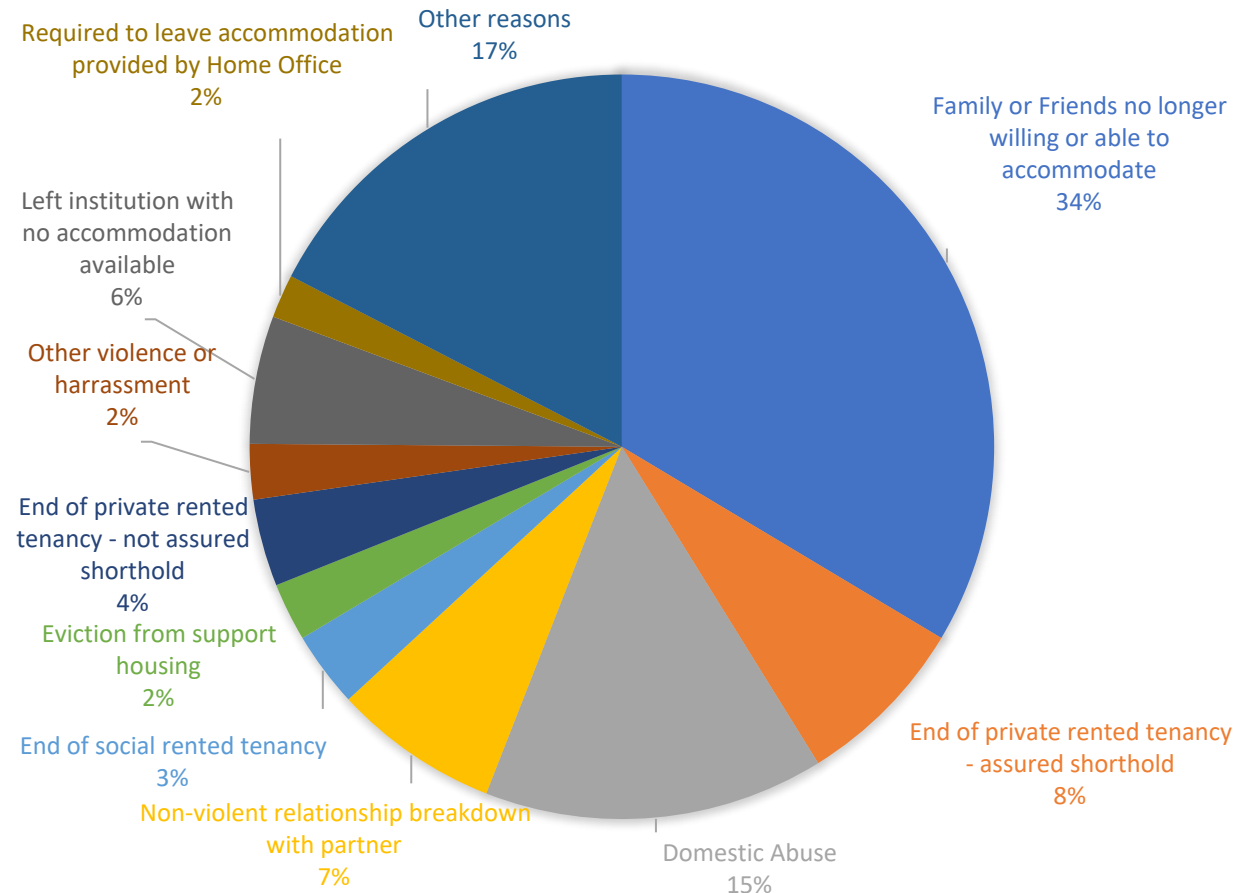


Why have they approached us?

REASON FOR LOSS OF LAST SETTLED HOME FOR HOUSEHOLDS OWED A PREVENTION DUTY 2019/2024



REASON FOR LOSS OF LAST SETTLED HOME FOR HOUSEHOLDS OWED A RELIEF DUTY 2019/2024



Local Housing Allowance (LHA) vs Average Private Rental Prices

LHA rates frozen by Government 2020-2024

LHA monthly rates for Spelthorne	1 st April 2019 – 31 st March 2020	1 st April 2020 – 31 st March 2021	1 st April 2021 – 31 st March 2022	1 st April 2022 – 31 st March 2023	1 st April 2023 – 31 st March 2024
Shared Accommodation	£390.04	£476.72	£476.72	£476.72	£476.72
One Bedroom	£797.20	£850.02	£850.02	£850.02	£850.02
Two Bedroom	£989.60	£1,100	£1,100	£1,100	£1,100
Three Bedroom	£1,198.90	£1,349.98	£1,349.98	£1,349.98	£1,349.98
Four Bedroom	£1,658.11	£1,769.99	£1,769.99	£1,769.99	£1,769.99

Rents higher than the South East regional average but lower than London

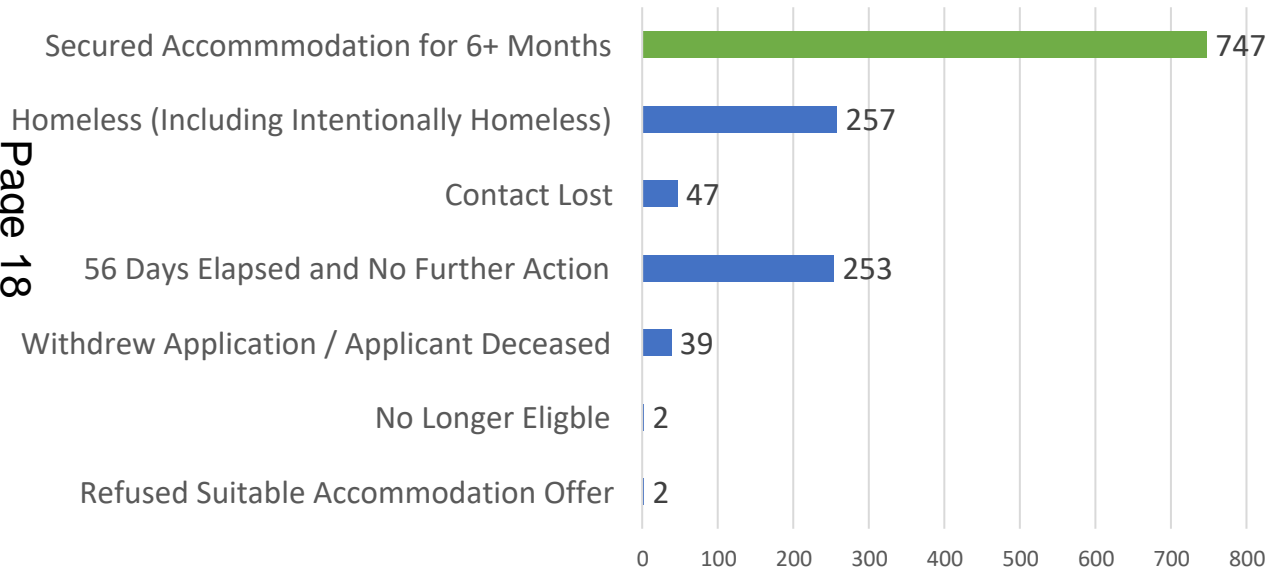
Accommodation Type	Average Private Housing Rental Price (Spelthorne)				
	2019/20	2020/21	2021/22	2022/23	2023/24
Room Only	£550	Not Given	£650	£680	Not Given
One Bedroom	£925	£950	£950	£975	£1,079
Two Bedrooms	£1,175	£1,175	£1,250	£1,260	£1,403
Three Bedrooms	£1,400	£1,350	£1,450	£1,550	£1,628
Four+ Bedrooms	£1,680	£1,800	£1,800	£1,900	£2,257

£2,087,454 Discretionary Housing Payment expenditure 2019-2024
(63% Government contribution + 37% Council top-up)

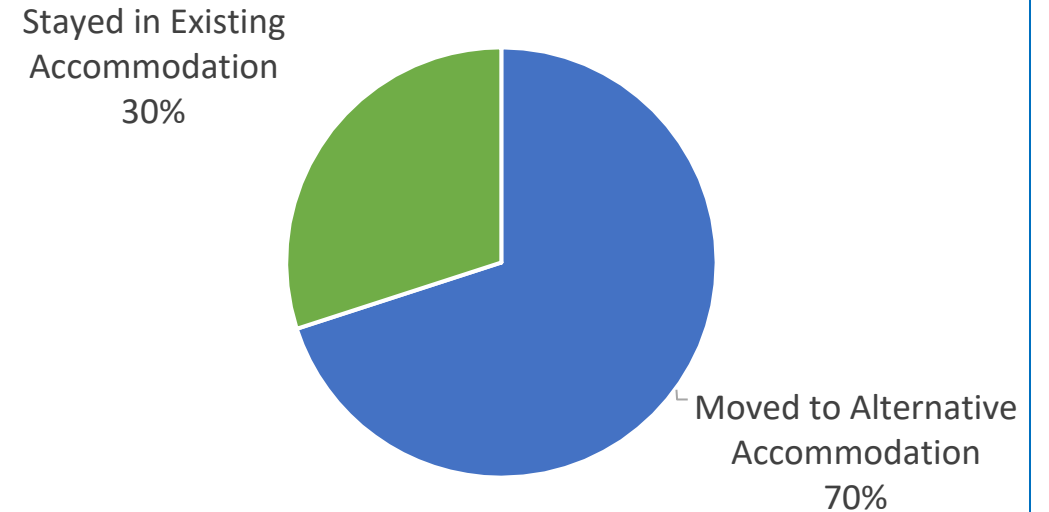
What was the outcome of their approach?

**Prevented homelessness in 55% of cases,
with 64% of the accommodation secured for clients being in the private rented sector**

Outcomes of Prevention Duty Discharged 2019-2024



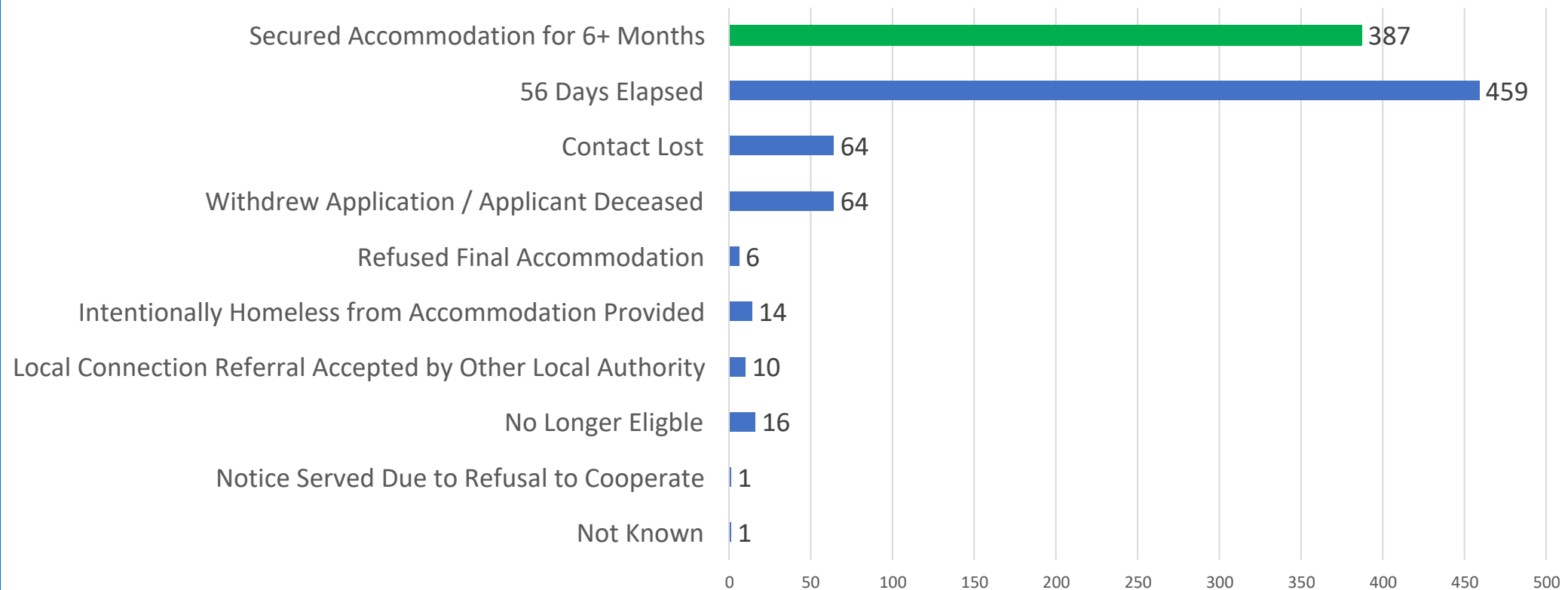
Existing or Alternative Accommodation Secured at Prevention Duty End in 2019 - 2024



What was the outcome of their approach?

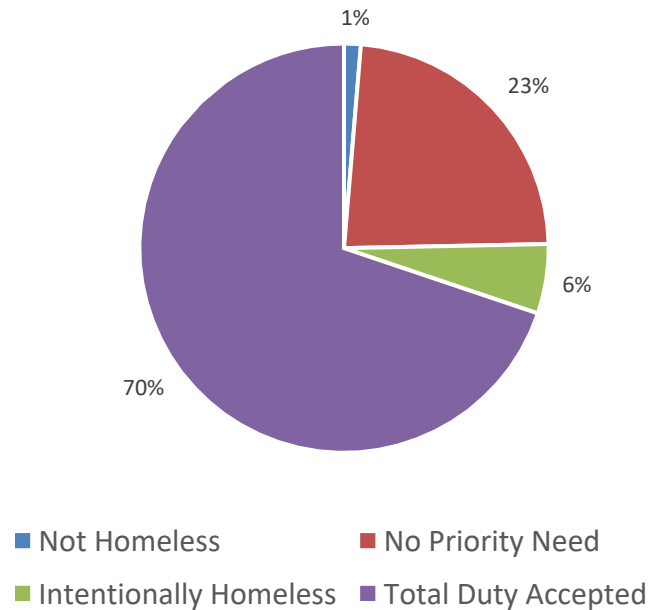
Relieved homelessness by securing suitable accommodation in 38% of cases, of which 44% went into the private rented sector

Outcomes of Relief Duty Discharged in 2019-2024

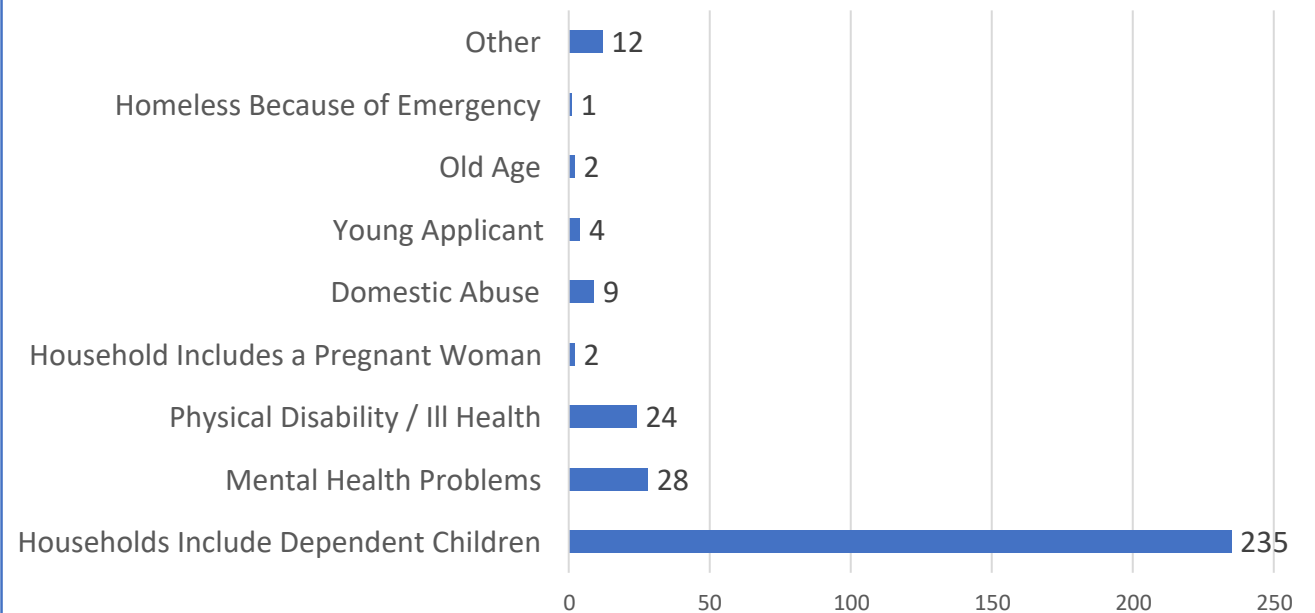


What was the outcome of their approach?

Main Duty Decisions 2019-2024



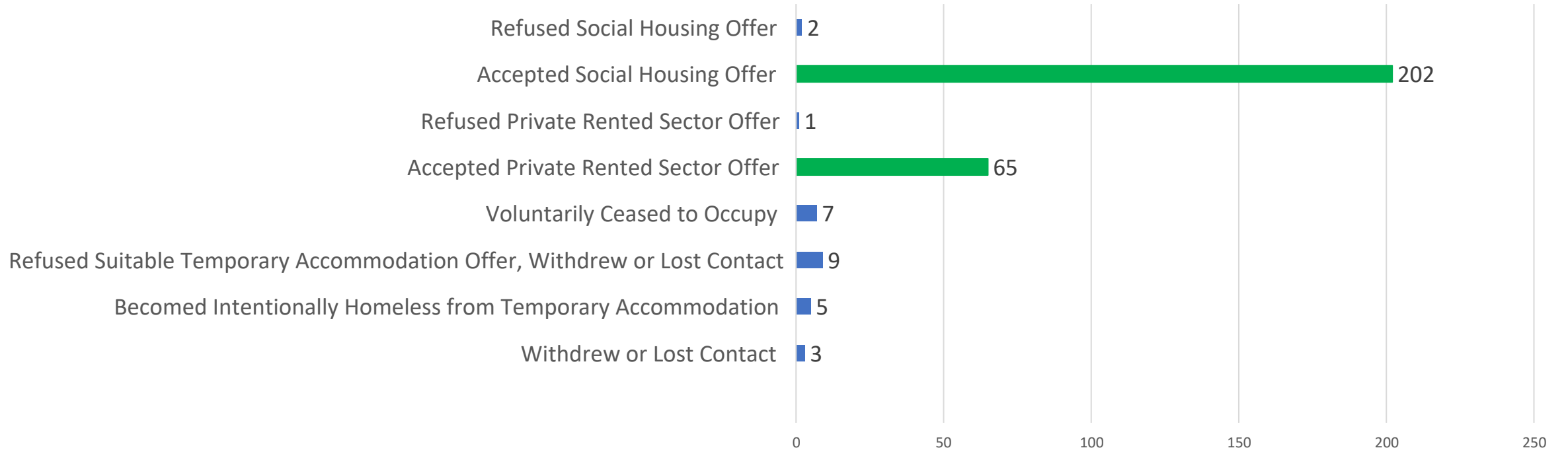
Main Duty Acceptances by Priority Need 2019-2024



What was the outcome of their approach?

The main duty was discharged successfully in 91% of cases, with 24% discharged into the private rented sector and 76% into social housing

Outcomes of Main Duty Discharged in 2019-2024



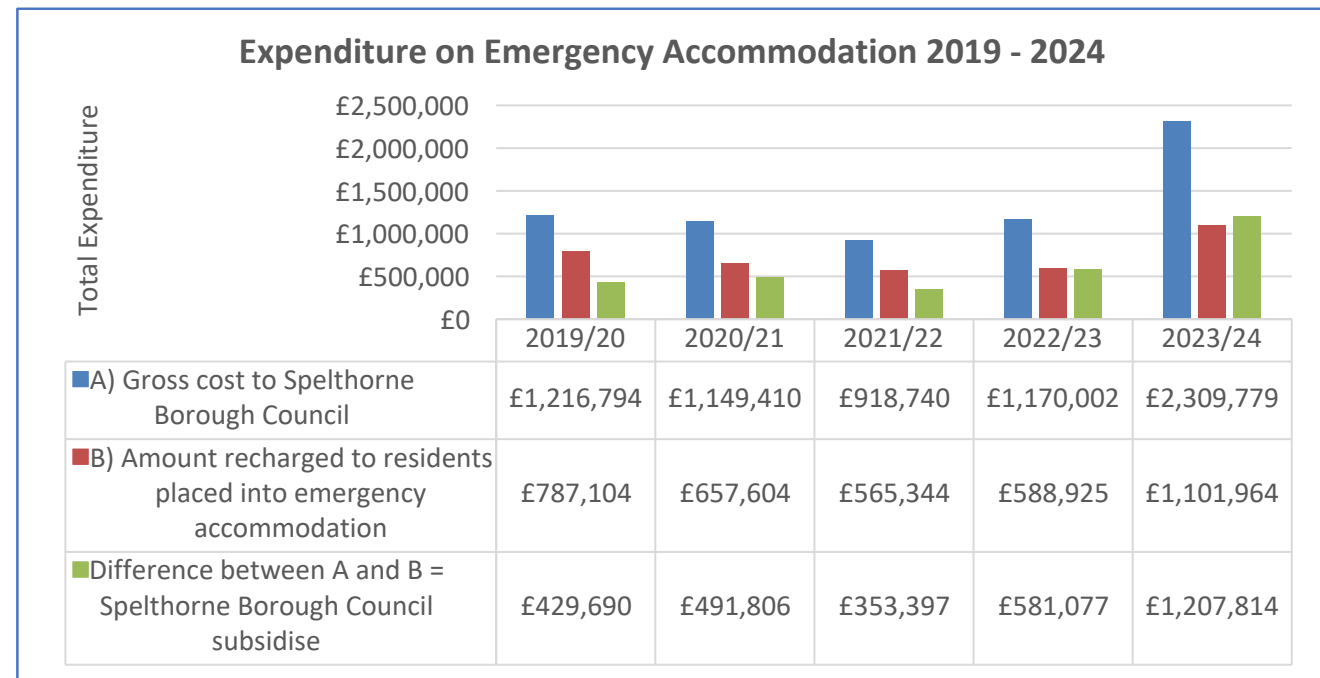
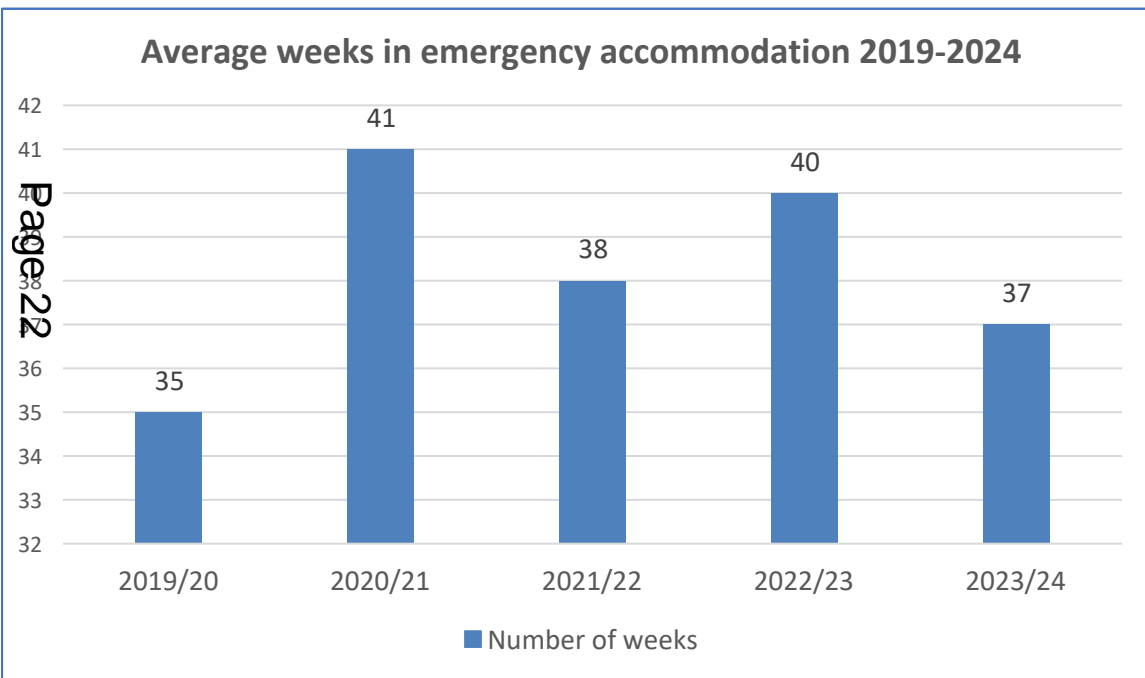
Emergency Accommodation Use

Across 2019/24, 603 households were placed into emergency accommodation

- 294 had children or a pregnant household member

Snapshot as at 31st March 2024: 170 households in B&B / temporary accommodation (72% include children).

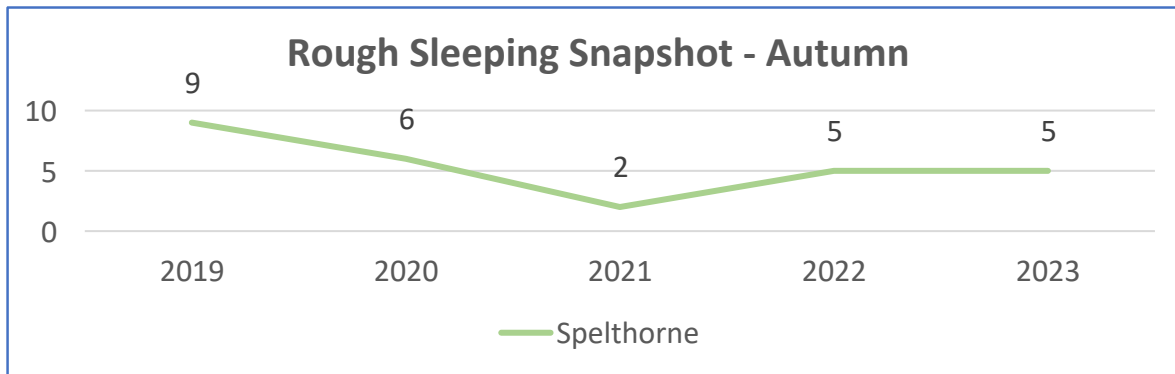
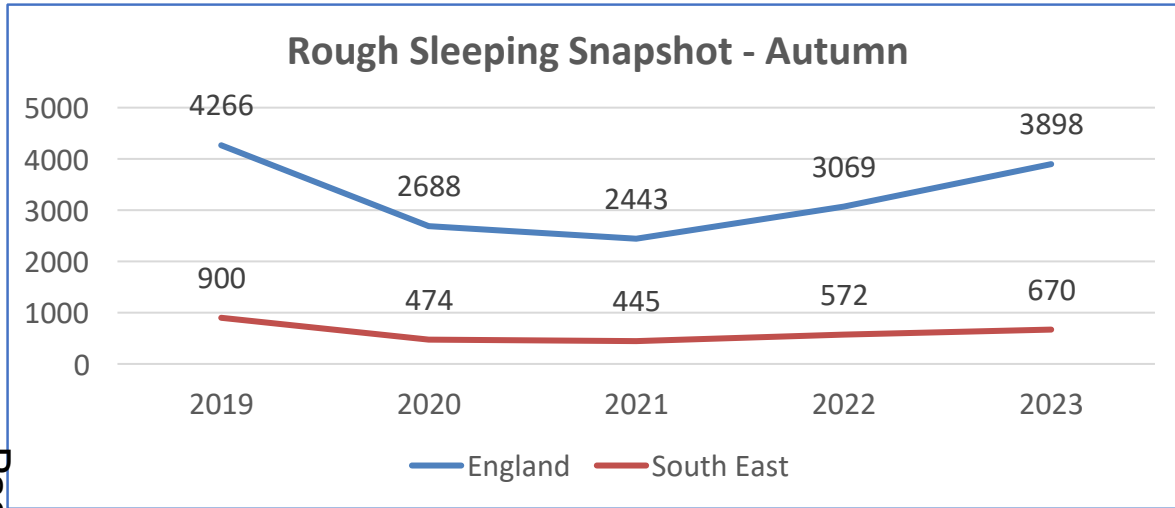
- 82% were placed within Spelthorne and 18% were placed out of the borough.



In 2020, the Council sourced additional emergency accommodation to support an increased demand during the COVID-19 pandemic. This was an additional cost of £160,486 across 2020-2024 (£658,981 expenses minus £498,495 rent recovery).



Rough Sleepers



'Everyone In' initiative during the COVID-19 pandemic

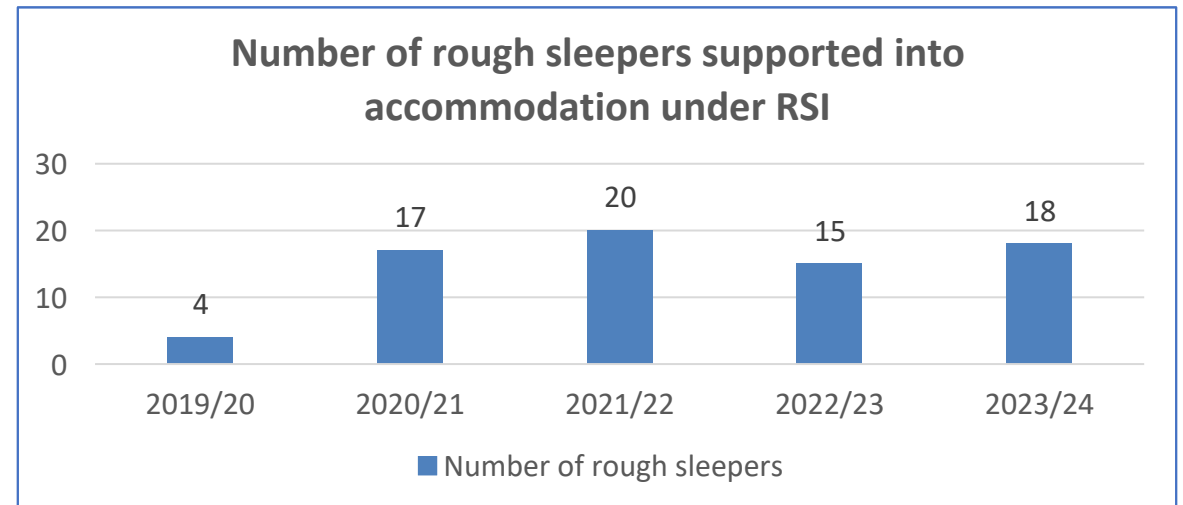
Nightly figure fluctuates – we've seen 0 on occasion

Rough Sleeper Initiative (RSI) Fund:

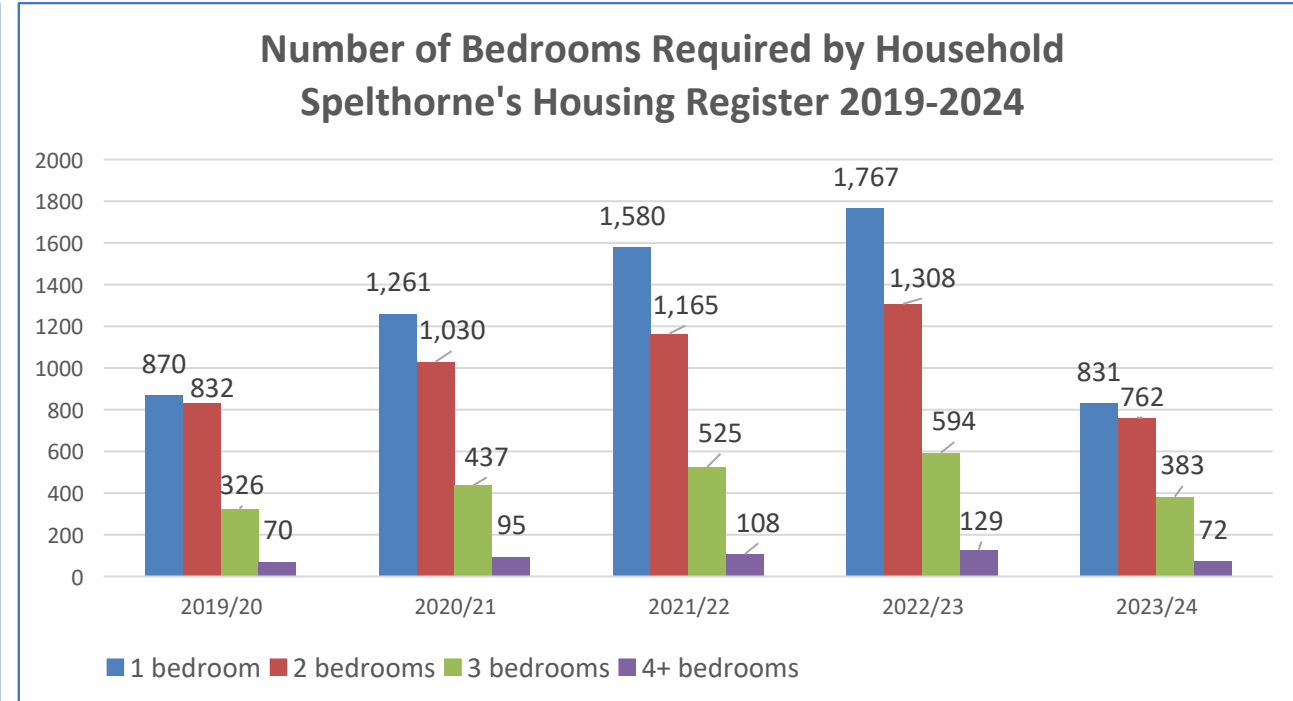
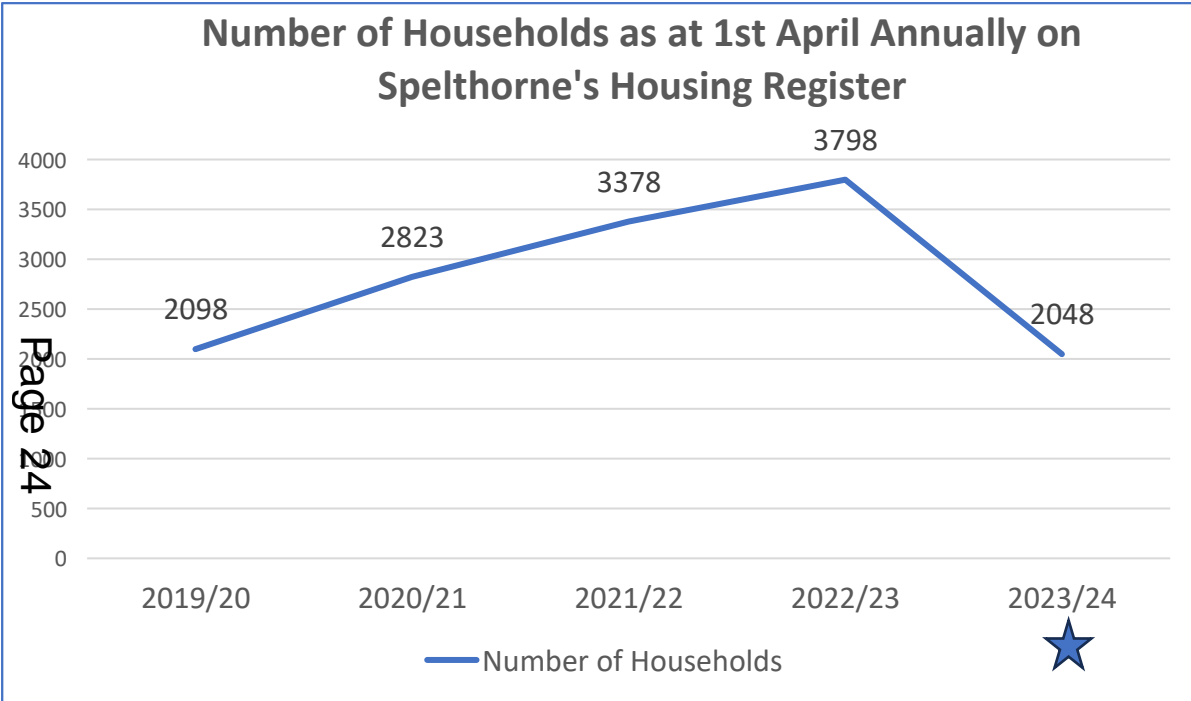
- £927,450 received across 2020-2025
- Outreach team, intensive support officer, and floating support via Look Ahead

Rough Sleeper Accommodation Programme (RSAP)

- £360,000 received – 6 x 1-bed flats + support via MTVH



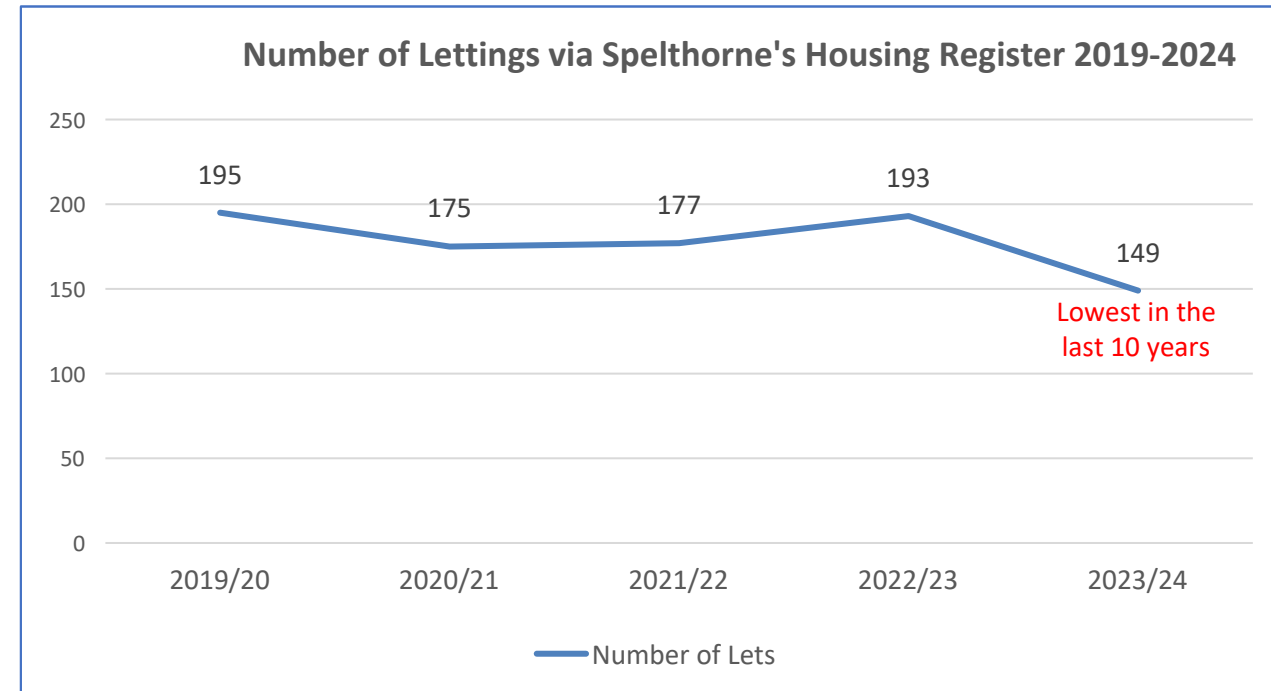
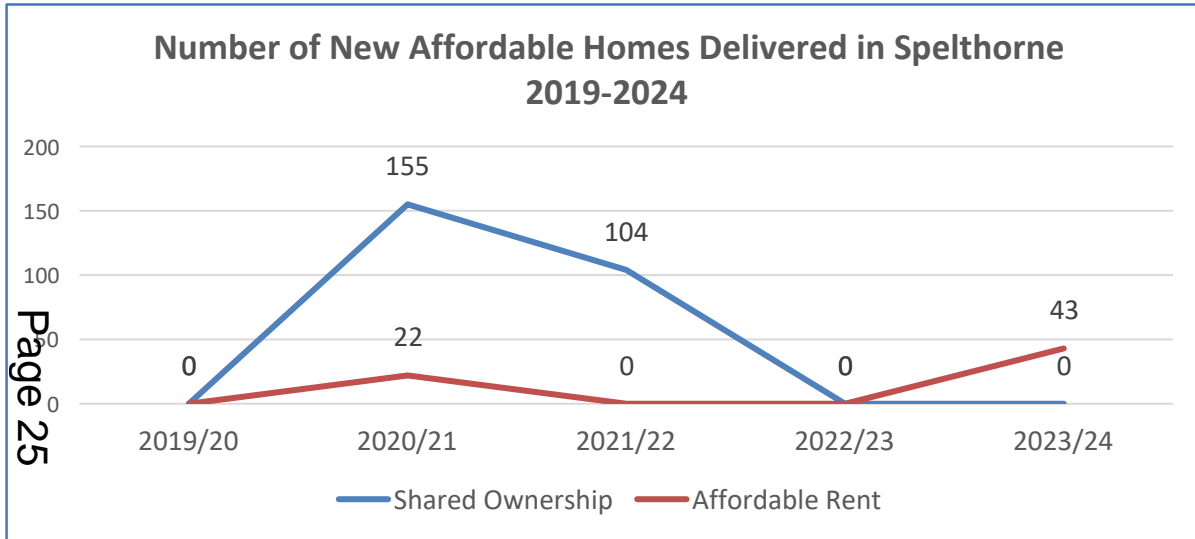
Affordable Housing Demand



★ Housing Re-registration process



Affordable Housing Supply



- 70% flats
- 10% studio, 50% one-bed, 25% 2-bed, 14% 3-bed, 1% 4-bed+
- 296 were age restricted (this is 33% overall but 66% of our one-bed lets)
- 70% let to general needs and 30% to homeless households



Supporting access into the private rented sector

Homeless Prevention Fund

In the last 5 years, the Council has spent just under £1.95m towards homelessness prevention including £671,961 for rent in advance, deposits, rental and mortgage support payments.

Spelthorne Rent Assure Scheme

Two-year rent guarantee scheme where homeless families are nominated to a private sector letting.

There have been 238 landlord enquiries and 71 placements made in the last 5 years.

57 placements reached the end of their 2-year arrangement and the tenant continued to rent the property.

Spelthorne Rentstart

Support single homeless people and couples without children.

Offer landlord incentives to secure accommodation e.g. rent deposit guarantee scheme.

Housing advice was provided to 1,644 clients and an additional 412 were supported into accommodation 2019-2024.

Look Ahead Floating Support

Since September 2022, 66 residents supported with tenancy sustainment and accessing support services.

Accommodation for Ex-Offenders funding

Spelthorne received an allocation of £33,104 which was used to support 13 prison leavers with access to accommodation via rental deposits and landlord incentives.



What have we achieved in the last 5 years?

White House and Harper House



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Reduction in the number of rough sleepers
Rough sleeper nightly average count 0-5 on any given night (previously 10-12)

Knowle Green Estates Housing Delivery

Delivered 80 affordable rent homes since 2018, including 11 key worker



Launch of a step-down programme

Spelthorne is the lead authority (153 accommodated – 67 in Spelthorne)

Response to refugee and asylum seeker homeless approaches

Local Authority Housing Fund

Shortlisted for 4 awards

- UK Housing Awards (2022) Homelessness Project of the year (South)
- LGC Awards (2023) Housing Project of the Year
- MJ Awards (2023) Council Team of the Year
- Affordable Housing Awards (2023) Homelessness Project of the Year



Response to refugee and asylum seeker homeless approaches

Spelthorne pledged to support up to 12 households arriving locally under the Afghan Citizens Resettlement Scheme or Afghan Relocations and Assistance Policy into privately rented accommodation.

Bridging hotels closed by the Home Office in 2023 – 22 approached from the Spelthorne hotel and a further 5 from other hotels outside of the borough.

Local Authority Housing Fund (LAHF) – granted 40% of total capital costs to purchase 81 properties (63 temporary accommodation and 18 resettlement accommodation).

Page 8
Homes for Ukraine Scheme - £600 monthly thank you payments. 17 homeless approaches from Ukrainian schemes.

Home Office hold a hotel for asylum seekers and dispersed accommodation within Spelthorne. In 2023, the notice period provided by the Home Office following a positive asylum seeker decision was reduced from 28 days to 7 days.

