



Council Offices, Almada Street  
Hamilton, ML3 0AA

Tuesday, 31 October 2023

Dear Councillor

## **Housing and Technical Resources Committee**

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

**Date:** Wednesday, 08 November 2023  
**Time:** 10:00  
**Venue:** Hybrid - Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Yours sincerely

**Cleland Sneddon**  
**Chief Executive**

### **Members**

Davie McLachlan (Chair), Martin Lennon (Depute Chair), Joe Fagan (ex officio), Walter Brogan, Archie Buchanan, Mathew Buchanan, Janine Calikes, Gerry Convery, Margaret Cooper, Andrea Cowan, Maureen Devlin, Colin Dewar, Allan Falconer, Grant Ferguson, Alistair Fulton, Ross Gowland, Geri Gray, Ross Lambie, Richard Lockhart, Julia Marrs, Ian McAllan, Kenny McCreary, Norman Rae, David Shearer, Margaret B Walker, Kirsty Williams

### **Substitutes**

John Bradley, Robert Brown, Poppy Corbett, Gladys Ferguson-Miller, Martin Hose, Cal Johnston-Dempsey, Gavin Keatt, Susan Kerr, Eileen Logan, Monique McAdams, Richard Nelson, Helen Toner, David Watson

## BUSINESS

### 1 Declaration of Interests

- 2 Minutes of Previous Meeting** 5 - 18  
Minutes of the meeting of the Housing and Technical Resources held on 30 August 2023 submitted for approval as a correct record. (Copy attached)

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### Monitoring Item(s)

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- 3 Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))** 19 - 24  
Joint report dated 11 October 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 4 Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources (Housing Revenue Account (HRA))** 25 - 28  
Joint report dated 11 October 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 5 Capital Budget Monitoring 2023/2024 – Housing and Technical Resources (Excl Housing Revenue Account (HRA))** 29 - 32  
Joint report dated 18 October 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 6 Capital Budget Monitoring 2023/2024 – Housing and Technical Resources (Housing Revenue Account (HRA))** 33 - 36  
Joint report dated 11 October 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 7 Housing and Technical Resources - Workforce Monitoring - July and August 2023** 37 - 44  
Joint report dated 14 September 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

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### Item(s) for Decision

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- 8 South Lanarkshire Councils Strategic Housing Investment Plan 2024 to 2029** 45 - 76  
Report dated 23 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 9 Policy and Strategy Review Schedule** 77 - 80  
Report dated 18 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 10 Laundry Facilities – Introduction of Charging 2024/2025** 81 - 84  
Report dated 18 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 11 Acquisition of 6 Houses at Tenter Place and Lampmaker Drive, Hamilton** 85 - 88  
Report dated 11 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)

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**Item(s) for Noting**

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- 12 Annual Report – Mainstreaming Equality and Diversity within Housing and Technical Resources** 89 - 100  
Report dated 10 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 13 Annual Report on the Charter (ARC) 2022-2023** 101 - 106  
Report dated 29 September 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 14 Update of the Housing and Technical Resources Risk Register and Risk Control Plan** 107 - 128  
Report dated 10 October 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 15 Notification of Contracts Awarded - 1 April to 8 September 2023** 129 - 134  
Report dated 15 September 2023 by the Executive Director (Housing and Technical Resources). (Copy attached)

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**Urgent Business**

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- 16 Urgent Business**  
Any other items of business which the Chair decides are urgent.

***For further information, please contact:-***

Clerk Name:	Helen Calley
Clerk Telephone:	07385370069
Clerk Email:	helen.calley@southlanarkshire.gov.uk



## HOUSING AND TECHNICAL RESOURCES COMMITTEE

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Minutes of meeting held via Confero and in Committee Room 1, Council Offices, Almada Street, Hamilton on 30 August 2023

### **Chair:**

Councillor Davie McLachlan

### **Councillors Present:**

Councillor Walter Brogan, Councillor Archie Buchanan, Councillor Mathew Buchanan, Councillor Janine Calikes, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Andrea Cowan, Councillor Maureen Devlin, Councillor Colin Dewar, Councillor Allan Falconer, Councillor Grant Ferguson, Councillor Alistair Fulton, Councillor Geri Gray, Councillor Susan Kerr (*substitute for Councillor Ross Gowland*), Councillor Ross Lambie, Councillor Martin Lennon (Depute), Councillor Richard Lockhart, Councillor Ian McAllan, Councillor Norman Rae, Councillor David Shearer, Councillor Helen Toner (*substitute for Councillor Julia Marrs*), Councillor Margaret B Walker, Councillor Kirsty Williams

### **Councillors' Apologies:**

Councillor Joe Fagan (ex officio), Councillor Ross Gowland, Councillor Julia Marrs, Councillor Kenny McCreary

### **Attending:**

#### **Finance and Corporate Resources**

G Booth, Finance Manager (Resources); H Calley, Administration Officer; G McCann, Head of Administration and Legal Services; E Maxwell, HR Business Manager; L O'Hagan, Finance Manager (Strategy); L Wyllie, Administration Assistant

#### **Housing and Technical Resources**

S Gibson, Executive Director; S Egan, Head of Housing Services; J Forbes, Head of Property Services; G McParland, Property Manager (Assets and Estates)

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### **1 Declaration of Interests**

No interests were declared.

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### **2 Minutes of Previous Meeting**

The minutes of the meeting of the Housing and Technical Resources Committee held on 31 May 2023 were submitted for approval as a correct record.

**The Committee decided:** that the minutes be approved as a correct record.

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### **3 Revenue Budget Monitoring 2022/2023 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))**

A joint report dated 29 June 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2022 to 31 March 2023 for Housing and Technical Resources (excl HRA).

As at 31 March 2023, there was an overspend of £0.005 million against the phased budget before transfers to reserves. Following transfers to reserves, as detailed in Appendix C to the report, which had been approved by the Executive Committee at its meeting on 21 June 2023, the Resource position was an overspend of £0.080 million.

The overspend was due to the net effect of overspends in Property Maintenance and Estates, offset by underspends in Office Accommodation and the Scheme of Assistance budget. There were also minor net underspends in relation to Other Housing, Supporting People and CCTV.

Virements were proposed to realign budgets and those were detailed in appendices B and C of the report.

**The Committee decided:**

- (1) that the overspend of £0.080 million, as at 31 March 2023, on the Housing and Technical Resources' Revenue Budget (excl HRA), after transfers to reserves, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of 15 March 2023 (Paragraph 4) and Minutes of the Executive Committee of 21 June 2023 (Paragraph 3)]*

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#### **4 Revenue Budget Monitoring 2022/2023 - Housing and Technical Resources (Housing Revenue Account (HRA))**

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A joint report dated 29 June 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April 2022 to 31 March 2023 for Housing and Technical Resources (HRA).

As at 31 March 2023, there was a breakeven position against the phased budget after a final transfer from reserves of £3.990 million. The original budget anticipated a required transfer from reserves of £3.500 million, although this was projected to be £5.840 million at outturn.

This was primarily due to overspends in repairs and maintenance as a result of demands on the service, the overall cost of providing the service by the internal contractor and unexpected costs in relation to the severe weather incident in December 2022. This was offset by underspends in employee costs, bad debt provision, loan charge repayments, an over recovery in rental income and expected insurance recoveries for the severe weather incident. Further details on the variances for the HRA were detailed in Appendix A to the report.

Virements were proposed to realign budgets and those were detailed in Appendix A to the report.

**The Committee decided:**

- (1) that the breakeven position on Housing and Technical Resources' (HRA) revenue budget, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of 15 March 2023 (Paragraph 5) and Minutes of the Executive Committee of 21 June 2023 (Paragraph 3)]*

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## **5 Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))**

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A joint report dated 2 August 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April to 14 July 2023 for Housing and Technical Resources (excl HRA).

As at 14 July 2023, there was a breakeven position against the phased budget.

Virements were proposed to realign budgets and those were detailed in appendices B and C to the report.

### **The Committee decided:**

- (1) that the breakeven position as at 14 July 2023 on Housing and Technical Resources' (excl HRA) Revenue Budget, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of the Executive Committee of 16 August 2023 (Paragraph 3)]*

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## **6 Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources (Housing Revenue Account (HRA))**

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A joint report dated 2 August 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of the actual expenditure measured against the revenue budget for the period 1 April to 14 July 2023 for Housing and Technical Resources (HRA).

As at 14 July 2023, there was a breakeven position against the phased budget.

Virements were proposed to realign budgets and those were detailed in Appendix A to the report.

### **The Committee decided:**

- (1) that the breakeven position on Housing and Technical Resources' (HRA) Revenue Budget, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved.

*[Reference: Minutes of the Executive Committee of 16 August 2023 (Paragraph 3)]*

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## **7 Capital Budget Monitoring 2022/2023 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))**

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A joint report dated 9 August 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April 2022 to 31 March 2023.

The capital programme for Housing and Technical Resources for 2022/2023 was £8.436 million. Total expenditure to 31 March 2023 was £4.883 million, an underspend of £3.553 million, which was mainly due to the timing of project spend on a number of projects within multi-year programmes. The main projects which were responsible for the underspend were detailed in Appendix A of the report.

Any underspend on those projects, along with the funding, had been carried forward into the new financial year as required. An update on the 2023/2024 programme was detailed in a separate report to the Committee.

At the year-end 2022/2023, £0.052 million of capital spend required to be recorded as revenue spend. This transfer meant that, for the purpose of publishing the Council's Annual Accounts only, there was a capital spend of £4.831 million.

**The Committee decided:** that the Housing and Technical Resources' (excl HRA) capital programme of £8.436 million and expenditure for the year of £4.883 million be noted.

*[Reference: Minutes of 15 March 2023 (Paragraph 6)]*

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## **8 Capital Budget Monitoring 2022/2023 - Housing and Technical Resources (Housing Revenue Account (HRA))**

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A joint report dated 29 June 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (HRA) for the period 1 April 2022 to 31 March 2023.

The revised Housing Capital Programme for 2022/2023 totalled £66.361 million and was detailed, along with the funding sources, at Appendix A of the report.

The actual expenditure on the Housing programme was £60.695 million, a net underspend of £5.666 million. This was mainly due to delays in relation to the expected milestone payments for the Kirk Street, Strathaven new build project and Property Services' operatives being diverted from capital works to respond to the impact of the severe weather in December 2022.

**The Committee decided:** that the revised Housing and Technical Resources' (HRA) capital programme of £66.361 million and expenditure to 31 March 2023 of £60.695 million be noted.

*[Reference: Minutes of the Executive Committee of 21 June 2023 (Paragraph 5) and 24 August 2022 (Paragraph 4)]*

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## **9 Capital Budget Monitoring 2023/2024 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))**

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A joint report dated 9 August 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April to 14 July 2023.

The budget of £11.923 million for Housing and Technical Resources was based on the overall Capital Programme for 2023/2024, which had been approved by the Executive Committee on 21 June 2023.



The financial position for Housing and Technical Resources was detailed in Appendix A of the report.

The total capital programme for Housing and Technical Resources was £11.923 million, as detailed in the report. This budget was based on the original programme of projects approved by the Council in February 2023, which had been updated to include budget carried forward from financial year 2022/2023 as well as a budget amendment for £0.124 million which was approved by the Executive Committee on 21 June 2023.

The budget of £11.923 million also reflected the estimated level of spend which could be achieved in 2023/2024, based on current information.

The position for period 4 was anticipated spend to date of £0.560 million, with spend to 14 July 2023 amounting to £0.575 million, an overspend of £0.015 million which was due to a timing issue only.

**The Committee decided:** that the Housing and Technical Resources' capital programme of £11.923 million and expenditure to date of £0.575 million be noted.

*[Reference: Minutes of South Lanarkshire Council of 22 February 2023 (Paragraph 2) and Minutes of the Executive Committee of 21 June 2023 (Paragraph 6)]*

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## **10 Capital Budget Monitoring 2023/2024 - Housing and Technical Resources – (Housing Revenue Account (HRA))**

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A joint report dated 2 August 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of progress on the capital programme for Housing and Technical Resources (HRA) for the period 1 April to 14 July 2023.

The revised Housing Capital Programme for 2023/2024 totalled £69.596 million and was detailed, along with the funding sources, in Appendix A of the report.

The Resource was expecting to spend to that level and work would continue to monitor achievable spend.

**The Committee decided:** that the revised Housing and Technical Resources' (HRA) capital programme of £69.596 million and expenditure to 14 July 2023 of £12.469 million be noted.

*[Reference: Minutes of the Executive Committee of 16 August 2023 (Paragraph 4)]*

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## **11 Housing and Technical Resources – Workforce Monitoring – April to June 2023**

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A joint report dated 26 July 2023 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted on the following employee information for Housing and Technical Resources for April to June 2023:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 31 May 2023 (Paragraph 3)]*

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## **12 Housing and Technical Resource Plan Quarter 4 Progress Report 2022/2023**

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A report dated 9 August 2023 by the Executive Director (Housing and Technical Resources) was submitted on the Housing and Technical Resource Plan Quarter 4 Progress Report for 2022/2023 for the period 1 April 2022 to 31 March 2023.

The Resource Plan measures were rated using a traffic light system of red, amber or green as well as blue (BRAG), which indicated that an action had been completed.

Details were provided on:-

- ♦ progress made in implementing the priority projects identified in the Resource Plan 2022/2023, as detailed in the Quarter 4 Progress Report, attached as Appendix 2 to the report
- ♦ key achievements made by the Resource to date, as detailed in paragraph 5.3 of the report
- ♦ areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report
- ♦ the additional scrutiny of changes in measure status from Quarter 2 to Quarter 4, as detailed in Appendix 3 to the report

Officers responded to members' questions on various aspects of the report.

**The Committee decided:**

- (1) that the Quarter 4 Progress Report 2022/2023, as summarised in paragraph 5.2 and attached as Appendix 2 of the report, be noted;
- (2) that the key achievements made by the Resource to date, as detailed in paragraph 5.3 of the report, be noted;
- (3) that the areas for improvement and associated management actions, as detailed in paragraph 5.4 of the report, be noted; and
- (4) that the additional scrutiny of changes in measure status between Quarter 2 and Quarter 4, as summarised at paragraph 5.5 and detailed in Appendix 3 of the report, be noted.

*[Reference: Minutes of 15 March 2023 (Paragraph 10) and Minutes of the Executive Committee of 24 August 2022 (Paragraph 8)]*

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## **13 Scottish Housing Regulator – Annual Assurance Statement 2022/2023**

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A report dated 20 July 2023 by the Executive Director (Housing and Technical Resources) was submitted on the Council's Annual Assurance Statement.

The Scottish Housing Regulator (SHR) had been established in 2011 as an independent body directly accountable to the Scottish Government to regulate registered social landlords (RSLs) and local authority housing and homelessness services. The SHR did this by assessing and reporting on social landlords' delivery of services, RSLs' financial well-being and standards of governance and, where necessary, the SHR would intervene to secure improvements.

The SHR had published a revised Regulatory Framework in 2019. Local authority landlords were required to submit an Annual Assurance Statement confirming compliance with the regulatory requirements.

South Lanarkshire's Annual Assurance Statement for 2022/2023 was attached as Appendix 1 to the report. The key requirement of the Annual Assurance Statement was for the Committee to confirm that it was confident that appropriate systems, evidence, relationships and channels of communication were in place to ensure the effective planning, delivery and monitoring of relevant services against statutory and regulatory requirements.

Within South Lanarkshire, the assurance required was provided through a wide range of arrangements which were in place at a Council and Resource wide level. A summary of the key requirements for assurance and how those were addressed was attached as Appendix 2 to the report.

The SHR had indicated that, provided that tenant and resident safety was not compromised, it would not engage with a landlord where there was not full compliance with regulatory requirements and the landlord had effective plans to return to full compliance. In relation to this year's statement, there were 2 points, highlighted below, where the Council was partially compliant:-

- ◆ Fire Tolerable Standards
- ◆ Fixed Electrical Testing

In relation to the reporting requirements of Fire Tolerable Standards and Fixed Electrical Testing, a programme of work had progressed well, however, a number remained outstanding due to the inability to gain access to carry out the necessary installations/testing. A robust programme of work was in place to address those issues including the appropriate use of forced entry, which was being closely monitored within the Resource.

In this year's Annual Assurance Statements, local authorities were asked to provide assurance that they had an effective approach to the collection of equalities information and were considering how a human rights-based approach to their work could be adopted. This was reflected in the proposed Annual Assurance Statement.

If approved, the Annual Assurance Statement would be submitted to the SHR to confirm the required assurance.

**The Committee decided:** that the Council's Annual Assurance Statement 2022/2023, attached as Appendix 1 to the report, be approved and submitted to the Scottish Housing Regulator.

*[Reference: Minutes of 5 October 2022 (Paragraph 10)]*

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## **14 Annual Review of the South Lanarkshire Rapid Rehousing Transition Plan 2022/2023**

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A report dated 18 July 2023 by the Executive Director (Housing and Technical Resources) was submitted on the fourth annual review of the Rapid Rehousing Transition Plan (RRTP) 2019 to 2024.

The RRTP, which aimed to significantly reduce homelessness and achieve rapid rehousing in South Lanarkshire, was structured around 5 high level priority objectives. There were 53 indicators against which the Council and its partners monitored progress, comprising 33 actions and 20 measures. In accordance with wider reporting arrangements across the Council, those indicators were categorised into 'blue', 'green', 'amber' and 'red' depending on the progress made against them.

It had been an extremely challenging year, both locally and nationally, in terms of maintaining progress. Nationally, it had been reported that homelessness figures were at the highest since records began in 2002. During 2022/2023, in line with national trends, homeless levels spiked in South Lanarkshire with a 17% increase in homeless presentations.

The challenging economic climate, the "cost of living crisis" and changes in the private rented sector were thought to have driven the increased demand for homelessness services. The position was further exacerbated by the impact on the housing system of the positive contribution which the Council and local Registered Social Landlords (RSLs) played in providing accommodation to Ukrainian households displaced by the invasion.

Despite the most challenging of contexts in 2022/2023, positive progress had been made, with over 92% of the indicators on or only slightly behind target to achieve the projected outcomes within the identified timescales outlined in the report.

Good progress continued to be made within the RRTP with 3 indicators complete, 43 progressing well and on target, 3 showed minor slippage, 2 with major slippage and 2 were to be reported later/contextual. A summary of key highlights and achievements in relation to each of the 5 priority objectives for 2022/2023 (Year 4) was detailed in the report.

In addition to reviewing the progress made against the actions and measures set out within the RRTP action plan, the annual review also provided the opportunity to examine the RRTP to ensure that the priority objectives, actions and measures remained appropriate, relevant and measurable. As a result, it was proposed that 2 amendments be made to the RRTP action plan. The amendments were detailed in the report and had been incorporated into the RRTP action plan for 2023/2024.

The review of progress in Year 4 of the RRTP noted that, under very challenging circumstances, significant positive indicators of success had been achieved. The review also confirmed the continuing commitment of partners to delivering RRTP priorities over the short-term as well as securing the longer-term objectives of the Plan.

Year 5 priorities would build on key learning points from the first 4 years of the plan and also on the progress achieved by working in partnership to deliver services which were focused on preventing homelessness and minimising the impact of homelessness where crisis could not be avoided.

A summary of the key priorities to be progressed during Year 5 of the plan (2023/2024) were detailed in the report.

The RRTP Annual Review 2022/2023, attached as Appendix 1 to the report, was submitted to the Scottish Government by the required timescale of 25 August 2023.

The outcomes from the RRTP Annual Review 2022/2023 would be submitted to the South Lanarkshire Community Planning Partnership Board for noting later this year.

It was proposed that the RRTP would be replaced in 2024/2025 and that a final review of the current plan would be presented to the Housing and Technical Resources Committee in September 2024.

The RRTP confirmed the level of resources required to be directed towards the prevention and alleviation of homelessness. The Scottish Government had provided £2,659,892 in funding to assist in the development and implementation of the RRTP, which was significantly short of the £7.31 million set out as required in the original plan.

Officers responded to members' questions on various aspects of the report.

**The Committee decided:**

- (1) that the progress made in delivering the Rapid Rehousing Transition Plan (RRTP) objectives, as set out in the RRTP Annual Review 2022/2023, attached as Appendix 1 to the report, be noted;
- (2) that the proposed revisions to the RRTP, as detailed in section 5 of the report, be approved; and
- (3) that the key priorities to be progressed in 2023/2024, as detailed in section 6 of the report, be noted.

*[Reference: Minutes of 10 August 2022 (Paragraph 11)]*

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## **15 Disposal of Domestic Council Properties within Castlebank House, Lanark**

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A report dated 9 August 2023 by the Executive Director (Housing and Technical Resources) was submitted:-

- ◆ requesting approval to declare 4 vacant Council properties within Castlebank House, Lanark and any subsequent vacancies within the property, surplus to the operational requirements of Housing and Technical Resources
- ◆ requesting approval to dispose of the 4 vacant Council properties within Castlebank House, Lanark on the open market, with any income allocated to the Housing Revenue Account's Capital Programme
- ◆ advising of proposals to formally engage with the remaining tenants and residents to discuss the Council's intentions in relation to Castlebank House

Castlebank House, Lanark was a category B listed, 3-storey former country house. The property and associated ancillary buildings were situated within the grounds of Castlebank Park, with access to the property through a traditional gatehouse and single track, stone chipped road through the park.

The Council had inherited the property in 1996 following local government re-organisation. The property was divided into 12 separate dwellings ranging from 1 to 3 bedrooms in size. Of the 12 properties, 8 remained in Council ownership, with 4 purchased by private owners as part of the statutory Right to Buy scheme which was in place until 2016. Of the remaining 8 Council properties, 4 were currently empty. Those had not been re-let due to significant works required to bring them up to a lettable standard.

A full building survey had been completed on Castlebank House in 2014 which concluded that the Council properties and the wider building required significant investment to meet the required Scottish Housing Quality Standard (SHQS) or energy efficiency standards for social housing. The conclusions of this survey had been reviewed, with costs updated to reflect inflationary pressures and revised standards which were estimated at over £2 million.

The layout and construction type of Castlebank House offered little flexibility for it to be adapted to meet the changing needs of tenants and the repair costs were significantly higher than those of mainstream housing stock. This re-affirmed the initial conclusions that significant financial investment would be required for the Council properties to meet the relevant quality and energy efficiency standards, with substantial contributions also required from the other property owners to upgrade common parts.

Those significant costs and limitations, coupled with the complexities associated with the listed building status and joint ownership of Castlebank House, had led to the proposal to withdraw from this property, dispose of the 4 empty properties immediately and dispose of the remaining 4 within the Council's ownership as and when they became vacant. It was proposed that the associated ancillary buildings were not included in the sale and would remain in the Council's ownership.

Subject to Committee approval, it was proposed that the Council would engage with tenants and residents. The process would include full consideration of individual tenants' current housing needs and preferences and how to meet those. Discussions with individual tenants would seek to reassure them of their right to remain in their current home and that any option to move to alternative Council housing would only be progressed with their expressed consent.

The next steps officers would take regarding communication with the remaining tenants and residents as well as marketing the 4 vacant Council properties were detailed in the report.

Income generated would contribute to the Housing Revenue Account's Capital Programme. The 4 vacant Council properties were currently valued between £250,000 and £350,000 in total, however, this value might not be achieved given the current lending market and cost to upgrade the individual properties and the common parts by prospective buyers.

Officers responded to members' questions on various aspects of the report.

**The Committee decided:**

- (1) that the 4 existing empty Council properties within Castlebank House, Lanark, as detailed within Appendix 1 to the report, and any subsequent properties that became empty, be declared surplus to the operational requirements of the Resource;
- (2) that the Executive Director (Housing and Technical Resources) be authorised to progress disposal of the properties from the Housing Revenue Account through the Council's existing surplus property procedure;
- (3) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of any subsequent disposal and enter into the necessary legal agreements in terms which were in the best interests of the Council; and
- (4) that engagement take place with the remaining tenants and residents to advise of the Council's intentions in relation to Castlebank House, Lanark.

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## **16 Community Facility Review – Ward 7, East Kilbride Central South**

A joint report dated 26 July 2023 by the Executive Directors (Housing and Technical Resources) and (Community and Enterprise Resources) was submitted on the Asset Review Pilot exercise to review the community accessed assets within Ward 7 (East Kilbride Central South) and outlining proposals for properties within the Ward.

Through its approach to asset management planning and prioritised investment strategy, the Council regularly reviewed its property requirements with a view to improving the condition, suitability and effectiveness of its portfolio, identifying opportunities to improve service delivery and create a sustainable portfolio.

The Scottish Government had set out emission reduction targets in legislation with the intention for Scotland to become Net Zero by 2045, with responsibility on public sector organisations to decarbonise their properties by 2038. The costs associated with complying with this target were significant and estimated at over £250 million for the Council's schools alone. Therefore, it was imperative, before embarking on the development of investment proposals and seeking funding, that the Council was confident of the service need for all its properties.

Set against this background and given the increased budget pressures within the Council and, consequently, South Lanarkshire Leisure and Culture (SLLC), the existing asset portfolio was unsustainable and it was essential to identify opportunities to reduce operating costs and avoid future financial liabilities. In terms of service continuity, it was better to do this in a planned way rather than await events which required property closure at short notice. A review of property assets across the Council by officers, in conjunction with local members, was underway and the report detailed the results of the pilot exercise which had informed the wider review process.

The options for each of the properties within Ward 7 had been reviewed by Community and Enterprise Resources, SLLC and Property Services, with input from Social Work and Education Resources, where appropriate. The collated information on the assets was then discussed with elected members for the Ward through hosting 3 meetings. The outcome of those meetings assisted with the development of the action plan detailed in the report.

The assessment of the assets was included in the report which were identified as either core estate or opportunities, such as potential reuse, sale or development.

It was recognised that the core community facilities in the area were the schools and the Murray Owen/East Kilbride Lifestyles. There was potential to create a "campus" around the Lifestyles based on the property, the pitches, bowling club and pavilion. Some alterations might be required to the Murray Owen Centre to support increased community use and the potential investment need would be identified and considered as part of the Transition Fund.

The proposed action plan was that:-

- ◆ discussions commence with the users of Westwood Hall and the Red Deer Centre to identify alternative locations for their activities
- ◆ the opportunity to redevelop the site of the Red Deer Centre for Social Housing be progressed
- ◆ the opportunity to dispose of Westwood Hall be progressed
- ◆ discussions continue with the local community regarding the Community Asset Transfer of Dunedin Pavilion

Councillor McLachlan, seconded by Councillor Lennon, moved the recommendations in the report. Councillor Cowan, seconded by Councillor Gray, moved as an amendment that the report be deferred until a uniform process for use throughout South Lanarkshire, with full community engagement, be agreed.

The Head of Property Services confirmed that the proposal now was to engage with those affected by the proposals and, while accepting the comments in relation to community engagement, advised that the Council did not have the budget to sustain the properties.

On a vote being taken electronically, and taking account of Councillor Kerr's voting preference which had been notified to the Clerk's assistant by telephone due to technical difficulties, 11 members voted for the motion and 11 for the amendment. On the casting vote of the Chair, the motion was declared carried.

**The Committee decided:**

- (1) that the process for reviewing the community accessed facilities within Ward 7 (East Kilbride Central South) be noted;
- (2) that the Ward 7 action plan be approved and incorporated into the overall action programme for the East Kilbride locality;
- (3) that the Head of Property Services be authorised to investigate the options for developing a "campus" around the Murray Owen Centre that included the pitches, Murray Owen Bowling Pavilion and Murray Owen Football Pavilion; and
- (4) that the Head of Property Services be authorised to take forward proposals in respect of the alternative options for:-
  - ♦ Westwood Community Hall
  - ♦ Red Deer Centre and associated Bowling Club
  - ♦ Dunedin Pavilion and pitches

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**17 2 and 2A Langlands Avenue, Kelvin South Industrial Estate, East Kilbride – Lease to Ellsworth Adhesives Limited**

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A report dated 27 July 2023 by the Executive Director (Housing and Technical Resources) was submitted on a request for a lease of 2 and 2A Langlands Avenue, Kelvin South Industrial Estate, East Kilbride to Ellsworth Adhesives Limited and requesting approval of the principal terms and conditions, as set out in the report.

Ellsworth Adhesives Limited had occupied 2 Langlands Avenue since 1 June 2006 under the terms of a 5-year lease. In October 2007, the company extended its operation into the adjoining unit at 2A Langlands Avenue and the 5-year lease was varied to formalise this change.

The lease had been automatically renewed every year since June 2011 on the same terms and conditions at a rental of £85,000 per annum.

The unit was typical of the units within the estate as it suffered from defective floor slabs, resulting in severe moisture problems which limited what it could be used for and reduced both the marketability and the rentals for the units. Occupational and rental levels within the estate had remained fairly static, however, due to an increasing demand for industrial space, rental levels were rising. As a result, negotiations were entered into with the tenant for new lease terms.

The premises had been constructed in 1994 within an estate of 27 units of steel portal frame construction with cavity brickwork and composite metal cladding to roofs. The unit was fully serviced including direct fired gas heating, WCs, 3 phase electricity, together with pedestrian and vehicular access doors. Ample car parking and servicing was provided close by.

The premises extended to a gross internal area of 2,592 sqm or thereby. This was the largest industrial unit in the Council's industrial portfolio and other than the known issue with the floor slabs, the property was in good condition for its age.



It was proposed to lease the subjects at 2 and 2A Langlands Avenue, Kelvin South Industrial Estate, East Kilbride to Ellsworth Adhesives Limited on the principal terms and conditions, as detailed in the report.

**The Committee decided:**

- (1) that the subjects at 2 and 2A Langlands Avenue, Kelvin South Industrial Estate, East Kilbride be leased to Ellsworth Adhesives Limited on the terms and conditions outlined in the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which were in the best interests of the Council.

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**18 Floor 14, Council Offices, Almada Street, Hamilton – Extension of Lease to SEEMiS Group LLP**

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A report dated 27 July 2023 by the Executive Director (Housing and Technical Resources) was submitted on a request for an extension to the lease of Floor 14, Council Offices, Almada Street, Hamilton to SEEMiS Group LLP and requesting approval of the principal terms and conditions, as set out in the report.

SEEMiS Group LLP delivered management information systems to schools and education authorities throughout Scotland. SEEMiS had occupied Floor 14 of the Council Offices at Almada Street, Hamilton since 1 September 2013 under the terms of a 10-year lease.

The current rent of £109,727 per annum was last reviewed in September 2018. This was a composite charge which included all costs related to the tenant's occupation of Floor 14, including non-domestic rates, utility costs, heating, service charges, cleaning and building insurance.

SEEMiS had requested terms for a 5-year extension of the lease. As the operational costs of the building had increased, it was proposed that the composite rent be increased from £109,727 per annum to £121,000 per annum.

It was proposed that the existing lease of Floor 14, Council Offices, Almada Street, Hamilton to SEEMiS Group LLP be varied on the principal terms and conditions, as detailed in the report.

**The Committee decided:**

- (1) that the lease of Floor 14, Council Offices, Almada Street, Hamilton to SEEMiS Group LLP be extended, subject to the terms outlined in the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the Minute of Variation and enter into the necessary legal agreements on terms which were in the best interests of the Council.

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## **19 Stewartfield Community Centre, East Kilbride – Asset Transfer to Badminton Academy Social Enterprise**

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A report dated 30 July 2023 by the Executive Director (Housing and Technical Resources) was submitted on a request for asset transfer, by lease, of Stewartfield Community Centre, East Kilbride to Badminton Academy Social Enterprise (BASE) and requesting approval of the principal terms and conditions of asset transfer, as detailed in the report.

The Council owned Stewartfield Community Centre, East Kilbride. The property was leased to South Lanarkshire Leisure and Culture (SLLC) and consisted of a main sports hall and smaller community hall.

BASE was a Community Interest Company Limited by Shares that had been in existence since February 2021. BASE was a not-for-profit social enterprise with the purpose of bringing people and communities together through a shared interest in badminton. BASE had submitted a request for Community Asset Transfer of the sports centre, by lease, with the validation date of 26 February 2023.

In addition to placing the application and supporting documentation on the Council's Planning Portal, notices had been placed on the property advising that the Council was considering an asset transfer. The closing date for responses was 17 May 2023, at which time 212 responses had been received, 28 positive and 184 negative.

The request had been considered at the Community Asset Transfer Assessment Panel on 30 June 2023 when matters in relation to the property, organisation and project had been taken into consideration.

It was proposed to lease Stewartfield Community Centre, East Kilbride to BASE on the principal terms and conditions detailed in the report.

The proposed asset transfer removed an operating loss for SLLC in excess of £140,000 per annum whilst allowing the existing classes to still be delivered. The full saving to SLLC would not be immediately realised as it would be dependent upon the successful transfer of staff to other establishments as vacancies arose.

Officers responded to members' questions on various aspects of the report.

### **The Committee decided:**

- (1) that Stewartfield Community Centre, East Kilbride be leased to Badminton Academy Social Enterprise (BASE), subject to the terms and conditions detailed in the report; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all matters in respect of the lease and enter into the necessary legal agreements on terms which were in the best interests of the Council.

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## **20 Urgent Business**

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There were no items of urgent business.

# Report

3

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the actual expenditure measured against the revenue budget for the period 1 April to 8 September 2023 for Housing and Technical Resources (excl HRA)

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the breakeven position as at 8 September 2023 on Housing and Technical Resources (excl HRA) revenue budget, as detailed in Appendix A of the report, be noted; and
- (2) that the proposed budget virements be approved

## 3. Background

- 3.1. This is the second revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2023/2024.
- 3.2. The report details the financial position for Housing and Technical Resources (excl HRA) on Appendix A, then details the individual services in appendices B and C.

## 4. Employee Implications

4.1. There are no employee implications as a result of this report.

## 5. Financial Implications

5.1. As at 8 September 2023, there is a breakeven position against the phased budget.

## 6. Other Implications

- 6.1. The main risk associated with the Council's revenue budget is that there is an overspend. The risk is managed through 4-weekly Budget Monitoring meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.
- 6.2. Inflationary and budget pressures this year increase the risk of overspend, however, we have mitigated through providing additional funds in future years' budget strategy and in this year, through some reserve funds available.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change, sustainability and environmental implications in terms of the information contained within this report.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

11 October 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

## **Previous References**

- ◆ Executive Committee, 11 October 2023

## **List of Background Papers**

- ◆ Financial ledger and budget monitoring results to 8 September 2023

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

Graham Booth, Finance Manager

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E-mail : [Graham.Booth@southlanarkshire.gov.uk](mailto:Graham.Booth@southlanarkshire.gov.uk)

## SOUTH LANARKSHIRE COUNCIL

## Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 8 September 2023 (No.6)

## Housing and Technical Resources Summary (excl HRA)

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 08/09/23</b>	<b>Actual 08/09/23</b>	<b>Variance 08/09/23</b>		<b>% Variance 08/09/23</b>	<b>Notes</b>
Employee Costs	46,968	46,968	0	19,443	18,741	702	under	3.6%	
Property Costs	18,368	18,368	0	9,335	9,678	(343)	over	(3.7%)	
Supplies & Services	14,210	14,210	0	5,981	5,908	73	under	1.2%	
Transport & Plant	4,722	4,722	0	1,895	1,896	(1)	over	(0.1%)	
Administration Costs	3,756	3,756	0	121	91	30	under	24.8%	
Payments to Other Bodies	6,853	6,853	0	2,537	2,496	41	under	1.6%	
Payments to Contractors	15,790	15,790	0	5,000	3,596	1,404	under	28.1%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	153	153	0	15	13	2	under	13.3%	
<b>Total Controllable Exp.</b>	<b>110,820</b>	<b>110,820</b>	<b>0</b>	<b>44,327</b>	<b>42,419</b>	<b>1,908</b>	<b>under</b>	<b>4.3%</b>	
<b>Total Controllable Inc.</b>	<b>(96,644)</b>	<b>(96,644)</b>	<b>0</b>	<b>(30,482)</b>	<b>(28,574)</b>	<b>(1,908)</b>	<b>under recovered</b>	<b>(6.3%)</b>	
<b>Net Controllable Exp.</b>	<b>14,176</b>	<b>14,176</b>	<b>0</b>	<b>13,845</b>	<b>13,845</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	
<b>Transfer to Reserves as at (08/09/23)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>		
<b>Position After Transfers to Reserves (08/09/23)</b>	<b>14,176</b>	<b>14,176</b>	<b>0</b>	<b>13,845</b>	<b>13,845</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	

**Variance Explanations**

Variances are shown in Appendix B and C as appropriate.

**Budget Virements**

Virements are shown in Appendix B and C as appropriate.

## SOUTH LANARKSHIRE COUNCIL

## Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 8 September 2023 (No.6)

## Housing Services

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 08/09/23</b>	<b>Actual 08/09/23</b>	<b>Variance 08/09/23</b>		<b>% Variance 08/09/23</b>	<b>Notes</b>
Employee Costs	3,756	3,756	0	1,372	1,356	16	under	1.2%	a
Property Costs	6,260	6,260	0	3,013	3,082	(69)	over	(2.3%)	1, a
Supplies & Services	211	211	0	130	138	(8)	over	(6.2%)	
Transport & Plant	193	193	0	63	72	(9)	over	(14.3%)	
Administration Costs	157	157	0	15	16	(1)	over	(6.7%)	
Payments to Other Bodies	3,981	3,981	0	1,637	1,596	41	under	2.5%	
Payments to Contractors	2,709	2,709	0	285	285	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	11	11	0	2	1	1	under	50.0%	
<b>Total Controllable Exp.</b>	<b>17,278</b>	<b>17,278</b>	<b>0</b>	<b>6,517</b>	<b>6,546</b>	<b>(29)</b>	<b>over</b>	<b>(0.4%)</b>	
<b>Total Controllable Inc.</b>	<b>(8,814)</b>	<b>(8,814)</b>	<b>0</b>	<b>(3,143)</b>	<b>(3,172)</b>	<b>29</b>	<b>over recovered</b>	<b>0.9%</b>	<b>a</b>
<b>Net Controllable Exp.</b>	<b>8,464</b>	<b>8,464</b>	<b>0</b>	<b>3,374</b>	<b>3,374</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	
<b>Transfer to Reserves as at (08/09/23)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>		
<b>Position After Transfers to Reserves (08/09/23)</b>	<b>8,464</b>	<b>8,464</b>	<b>0</b>	<b>3,374</b>	<b>3,374</b>	<b>0</b>	<b>-</b>	<b>0.0%</b>	

Variance Explanations

1. The overspend relates to the cost of works on temporary accommodation to meet current demand.

Budget Virements

- a. Ukraine refugee budget funding realignments Net £0.000m: Employee costs £0.081m, Property costs (£0.010m) and Income (£0.071m).

## SOUTH LANARKSHIRE COUNCIL

## Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 8 September 2023 (No.6)

## Property Services

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 08/09/23</b>	<b>Actual 08/09/23</b>	<b>Variance 08/09/23</b>		<b>% Variance 08/09/23</b>	<b>Notes</b>
Employee Costs	43,212	43,212	0	18,071	17,385	686	under	3.8%	1
Property Costs	12,108	12,108	0	6,322	6,596	(274)	over	(4.3%)	2
Supplies & Services	13,999	13,999	0	5,851	5,770	81	under	1.4%	3
Transport & Plant	4,529	4,529	0	1,832	1,824	8	under	0.4%	
Administration Costs	3,599	3,599	0	106	75	31	under	29.2%	
Payments to Other Bodies	2,872	2,872	0	900	900	0	-	0.0%	
Payments to Contractors	13,081	13,081	0	4,715	3,311	1,404	under	29.8%	4, a
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	142	142	0	13	12	1	under	7.7%	
<b>Total Controllable Exp.</b>	93,542	93,542	0	37,810	35,873	1,937	under	5.1%	
<b>Total Controllable Inc.</b>	(87,830)	(87,830)	0	(27,339)	(25,402)	(1,937)	under recovered	(7.1%)	5, a
<b>Net Controllable Exp.</b>	5,712	5,712	0	10,471	10,471	0	-	0.0%	
<b>Transfer to Reserves as at (08/09/23)</b>	0	0	0	0	0	0	-		
<b>Position After Transfers to Reserves (08/09/23)</b>	5,712	5,712	0	10,471	10,471	0	-	0.0%	

**Variance Explanations**

1. The variance relates to vacancies which are actively being recruited or are still under consideration whilst service requirements are determined.
2. The overspend relates primarily to service charges within the estates service.
3. The level of expenditure on materials varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
4. The use of private contractors varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
5. The level of income recovered varies depending on the current workload and timing for the recovery of income on a wide variety of major capital and revenue works.

**Budget Virements**

- a. Realignment of budget within Building Services. Net £0.000m: Payments to Contractors (£3.000m) and Income £3.000m.





# Report

4

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Revenue Budget Monitoring 2023/2024 - Housing and Technical Resources - Housing Revenue Account (HRA)</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide information on the actual expenditure measured against the revenue budget for the period 1 April to 8 September 2023 for Housing and Technical Resources (HRA)

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the breakeven position on Housing and Technical Resources' (HRA) revenue budget, as detailed in Appendix A of the report, be noted

## 3. Background

3.1. This is the second revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2023/2024.

3.2. The report details the financial position for Housing and Technical Resources (HRA) on Appendix A.

## 4. Employee Implications

4.1. There are no employee implications as a result of this report.

## 5. Financial Implications

5.1. As at 8 September 2023, there is a breakeven position against the phased budget.

## 6. Other Implications

6.1. The main risk associated with the Council's revenue budget is that there is an overspend. The risk is managed through 4-weekly Budget Monitoring meetings at which any variance is analysed. In addition, the probable outturn exercise ensures early warning for corrective action to be taken where appropriate.

6.2. Inflationary and budget pressures this year increase the risk of overspend, however, these pressures are assessed and managed within the budget planning exercise for current and future years.

## **7. Climate Change, Sustainability and Environmental Implications**

- 7.1. There are no climate change, sustainability and environmental implications in terms of the information contained within this report.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

11 October 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Executive Committee, 11 October 2023

### **List of Background Papers**

- ◆ Financial ledger and budget monitoring results to 8 September 2023

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

Graham Booth, Finance Manager

Ext: 2699 (Tel: 01698 452699)

E-mail : [Graham.Booth@southlanarkshire.gov.uk](mailto:Graham.Booth@southlanarkshire.gov.uk)

## SOUTH LANARKSHIRE COUNCIL

## Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 8 September 2023 (No.6)

## Housing Revenue Account

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 08/09/23</b>	<b>Actual 08/09/23</b>	<b>Variance 08/09/23</b>		<b>% Variance 08/09/23</b>	<b>Notes</b>
Employee Costs	14,253	14,253	0	5,975	6,033	(58)	over	(1.0%)	
Property Costs	50,929	50,929	0	19,749	20,339	(590)	over	(3.0%)	1
Supplies & Services	433	433	0	95	91	4	under	4.2%	
Transport & Plant	196	196	0	75	58	17	under	22.7%	
Administration Costs	5,570	5,570	0	219	206	13	under	5.9%	
Payments to Other Bodies	2,974	2,974	0	935	998	(63)	over	(6.7%)	
Payments to Contractors	100	100	0	42	42	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	27,162	27,162	0	8,385	8,404	(19)	over	(0.2%)	
<b>Total Controllable Exp.</b>	101,617	101,617	0	35,475	36,171	(696)	over	(2.0%)	
Total Controllable Inc.	(115,940)	(115,940)	0	(42,746)	(42,913)	167	over recovered	0.4%	2
Transfer to/(from) Balance Sheet	(4,907)	(4,907)	0	(2,265)	(2,794)	529	over recovered	23.4%	3
<b>Net Controllable Exp.</b>	(19,230)	(19,230)	0	(9,536)	(9,536)	0	-	0.0%	
Loan Charges	19,230	19,230	0	0	0	0	-	0.0%	
<b>Net Controllable Exp.</b>	0	0	0	(9,536)	(9,536)	0	-	0.0%	

**Variance Explanations**

1. The net overspend reflects the volume and cost of repairs and maintenance, including additional costs for the internal contractor. There is also an overspend in relation to cleaning charges.
2. The additional income is due to the favourable timing of new build and purchased council housing units being available to rent.
3. The net combined overspend requires for a higher than budgeted level of transfer from reserves at this time.

**Virements**

No new virements to report.



# Report

5

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Capital Budget Monitoring 2023/2024 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the progress of the capital programme for Housing and Technical Resources (excl HRA) for the period 1 April to 8 September 2023

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the Housing and Technical Resources capital programme of £12.258 million and expenditure to date of £1.297 million, be noted

## 3. Background

3.1. This is the second capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2023/2024. Further reports will follow throughout the year.

3.2. The revised budget for Housing and Technical Resources is £12.258 million. This reflects the budget of £11.923 million reported to the last meeting of this Committee, adjusted to reflect changes totalling a net increase of £0.335 million which was approved by the Executive Committee on 13 September 2023.

3.3. The report details the financial position for Housing and Technical Resources in Appendix A.

## 4. Employee Implications

4.1. There are no employee implications as a result of this report.

## 5. Financial Implications

### 5.1. 2023/2024 Budget

The total capital programme for Housing and Technical Resources is £12.258 million, as detailed in Section 3.2.

5.2. The 2023/2024 capital programme of £12.258 million includes budget amendments for 2023/2024 totalling a net increase of £0.335 million, identified since the last report to this Committee (30 August 2023). The details of these amendments are shown in Appendix A.

### **5.3. Period 6 Position**

The anticipated spend to date was £1.364 million and spend to 8 September 2023 amounts to £1.297 million, an underspend of £0.067 million. This is a timing issue only.

## **6. Climate Change, Sustainability and Environmental Implications**

- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **7. Other Implications**

- 7.1. The main risk associated with the Council's capital programme is that there is an overspend. The risk has been assessed as low given the detailed project management plans prepared and monitored for each project. The risk of overspend is managed through 4-weekly Investment Management meetings.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There is also no requirement to undertake any consultation in terms of the information contained in the report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

18 October 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Housing and Technical Resources Committee, 30 August 2023
- ◆ Executive Committee, 13 September 2023

### **List of Background Papers**

- ◆ Financial ledger to 8 September 2023

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:

Lorraine O'Hagan, Finance Manager (Strategy)

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**South Lanarkshire Council  
Capital Expenditure 2023-24  
Housing and Technical Resources Programme (excl HRA)  
For Period 1 April 2023 – 8 September 2023**

<b><u>Housing and Technical Resources (excl HRA)</u></b>	<b>Base Budget £000</b>	<b>Budget Adjustments £000</b>	<b>Slippage £000</b>	<b>Total Budget £000</b>	<b>Budget to Date £000</b>	<b>Actual Expenditure £000</b>
Asset Management Programmes	10,636	299	0	10,935	1,344	1,285
Private Housing Scheme of Assistance	1,000	0	0	1,000	0	0
Other Housing	163	160	0	323	20	12
<b>TOTAL</b>	<b>11,799</b>	<b>459</b>	<b>0</b>	<b>12,258</b>	<b>1,364</b>	<b>1,297</b>

For Information Only

*Budget Adjustments approved by Executive Committee, 13 September 2023:*

**Budget Adjustments**

Public Space CCTV	£0.340m
Prioritised Urgent Investment – Larkhall Golf Club Boiler Replacement	£0.002m
Prioritised Urgent Investment – Contribution to the demolition of the former Ballgreen Hall	(0.007m)
<b>Total Budget Adjustments</b>	<b>£0.335m</b>





# Report

6

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Capital Budget Monitoring 2023/2024 - Housing and Technical Resources (Housing Revenue Account (HRA))</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide information on the progress of the capital programme for Housing and Technical Resources (HRA) for the period 1 April to 8 September 2023

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the revised Housing and Technical Resources (HRA) capital programme of £69.596 million and expenditure to 8 September 2023 of £19.378 million, be noted

## 3. Background

- 3.1. This is the second capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2023/2024.
- 3.2. The budget is based on the revised capital programme for the year which was approved by the Executive Committee on 16 August 2023.
- 3.3. The report details the financial position for Housing and Technical Resources (HRA) on Appendix A.

## 4. Employee Implications

4.1. There are no employee implications contained within this report.

## 5. Financial Implications

- 5.1. The Housing capital programme for 2023/2024 totals £69.596 million and is detailed along with the funding sources at Appendix A to this report.
- 5.2. Actual expenditure to 8 September 2023 is £19.378 million. This is £1.920 million behind programme and is due to a number of external fabrics projects being behind programme due to projects requiring to be reprogrammed to take account of new, more effective procurement routes and delays requiring further consideration of technical options for some works.
- 5.3. The Resource is expecting to spend to this level and work will continue in the coming months to deliver spend.

## **6. Climate Change, Sustainability and Environmental Implications**

- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **7. Other Implications**

- 7.1. The main risk associated with the Council's capital programme is an overspend. The risk is mitigated through the detailed project management plans prepared and monitored for each project. The risk of overspend is managed through 4-weekly Investment Management meetings.
- 7.2. The Council continues to experience material shortages, longer lead times and extraordinary inflationary price increases and it is anticipated that this will continue to impact on the supply chain for the foreseeable future. The impact will continue to be monitored through the 4-weekly Investment Management meetings. Further updates will be reported in the coming months with any significant increases in contract values being brought to members' attention.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. There was also no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

11 October 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- Accountable, effective, efficient and transparent

## **Previous References**

- Executive Committee, 16 August and 11 October 2023

## **List of Background Papers**

- Financial ledger to 8 September 2023

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Graham Booth, Finance Manager (Resources)

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	£m	£m
<b>Anticipated Capital Expenditure 2023/24</b>		<b>69.596</b>
<b>Estimated Financing Position 2023/24</b>		
Capital Receipts	1.683	
Capital Financed From Current Revenue	27.162	
Prudential Borrowing	23.331	
Specific Grant – Scottish Government New Council Houses	12.036	
Specific Grant – Scottish Government Buy Backs	5.264	
Specific Grant – Scottish Government Mortgage to Rent	0.120	
Other Income	0.000	
		<b><u>69.596</u></b>
<b>Actual Expenditure to 8 September 2023</b>		<b>19.378</b>
<b>Actual Financing Position to 8 September 2023</b>		
Capital Receipts	1.917	
Capital Financed From Current Revenue	11.500	
Prudential Borrowing	0.000	
Specific Grant – Scottish Government New Council Houses	5.830	
Specific Grant – Scottish Government Buy Backs	0.000	
Specific Grant – Scottish Government Mortgage to Rent	0.131	
Other Income	0.000	
		<b><u>19.378</u></b>



# Report

7

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Housing and Technical Resources – Workforce Monitoring – July and August 2023</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide employment information for July and August 2023 relating to Housing and Technical Resources

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

(1) that the following employment information for July and August 2023 relating to Housing and Technical Resources be noted:-

- ◆ attendance statistics
- ◆ occupational health
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ staffing watch as at 10 June 2023

## 3. Background

3.1. As part of the Council's performance management arrangements, regular workforce monitoring reports are submitted to Committee. This report for Housing and Technical Resources provides information on the position for July and August 2023.

## 4. Monitoring Statistics

### 4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of August 2023 for Housing and Technical Resources.

The Resource absence figure for August 2023 was 6.4%, this figure has increased by 0.2% when compared to last month and is 2.3% higher than the Council-wide figure. Compared to August 2022, the Resource absence figure has increased by 0.7%.

Based on the absence figures at August 2023 and annual trends, the projected annual average absence for the Resource for 2023/2024 is 5.7% compared to a Council-wide average figure of 5.5%.

Managers follow the procedures outlined in the Maximising Attendance Policy to support employees to remain at work or to return to work after a sickness absence. There are comprehensive employee supports in place and additionally, Personnel Services works in close partnership with line managers and Resource Management Teams on a case management basis to ensure that appropriate actions are taken.

**4.2. Occupational Health (Appendix 2)**

In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall 107 referrals were made this period. This represents an increase of 1 when compared with the same period last year.

**4.3. Accident/Incident Statistics (Appendix 2)**

There were 8 accidents/incidents recorded within the Resource this period, an increase of 2 when compared to the same period last year.

**4.4. Discipline, Grievance and Dignity at Work (Appendix 2)**

During the period, 1 disciplinary hearing was held within the Resource, this figure has increased by 1 when compared to the same period last year. During this period no appeals were heard by the Appeals Panel. No grievances were raised within the Resource, this figure has decreased by 2 when compared to the same period last year. Four Dignity at Work complaints were raised within the Resource, this figure has increased by 4 when compared to the same period last year.

**4.5. Analysis of Leavers (Appendix 2)**

There was a total of 12 leavers in the Resource this period eligible for an exit interview. This figure has decreased by 1 when compared with the same period last year. Four exit interviews were conducted in this period, a decrease of 1 when compared with the same period last year.

**4.6. When processing an employee termination, managers were asked to identify whether they intended to replace the employee who had left the Council. If they indicated that they did not intend to replace the employee, they were asked to select from the following options:-**

- ◆ plan to hold for savings
- ◆ fill on a fixed term basis pending savings
- ◆ transfer budget to another post
- ◆ end of fixed term contract

**4.7. Appendix 2a provides a breakdown of vacant posts and whether these are being replaced or held for savings. In the period July and August 2023, 21 employees (15.99 FTE) in total left employment, managers indicated that all 21 posts (15.99 FTE) were being replaced.**

**5. Staffing Watch**

**5.1. There has been a decrease of 9 in the number of employees in post from 11 March 2023 to 10 June 2023.**

**6. Employee Implications**

**6.1. There are no implications for employees arising from the information presented in this report.**

**7. Financial Implications**

**7.1. All financial implications are accommodated within existing budgets.**

## **8. Climate Change, Sustainability and Environmental Implications**

- 8.1. There are no climate change, sustainability and environmental implications in terms of the information contained within this report.

## **9. Other Implications**

- 9.1. There are no implications for risk in terms of the information contained within this report.

## **10. Equality Impact Assessment and Consultation Arrangements**

- 10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 10.2. There was no requirement to undertake any consultation in terms of the information contained in this report.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

14 September 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable
- ◆ Ambitious, self-aware and improving
- ◆ Excellent employer
- ◆ Focused on people and their needs
- ◆ Working with and respecting others

## **Previous References**

- ◆ Housing and Technical Resources – 30 August 2023

## **List of Background Papers**

- ◆ Monitoring information provided by Finance and Corporate Resources

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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## Absence Trends - 2021/2022, 2022/2023 &amp; 2023/2024

## Housing &amp; Technical Resources

APT&C				Manual Workers				Resource Total				Council Wide							
	2021 / 2022	2022 / 2023	2023 / 2024		2021 / 2022	2022 / 2023	2023 / 2024		2021 / 2022	2022 / 2023	2023 / 2024		2021 / 2022	2022 / 2023	2023 / 2024				
	%	%	%		%	%	%		%	%	%		%	%	%				
April	3.2	5.5	5.7	April	3.6	10.6	6.9	April	3.3	7.6	6.2	April	4.3	5.6	5.1				
May	2.9	4.5	4.9	May	4.2	8.1	6.1	May	3.4	6.0	5.4	May	4.9	5.4	5.1				
June	3.5	4.9	5.4	June	6.2	8.5	6.8	June	4.6	6.4	6.0	June	4.7	5.3	4.7				
July	4.0	5.5	5.0	July	5.7	8.9	8.1	July	4.7	6.9	6.2	July	4.0	4.6	3.8				
August	4.9	4.7	5.1	August	7.9	7.1	8.5	August	6.2	5.7	6.4	August	4.7	4.4	4.1				
September	5.8	4.5		September	8.1	6.3		September	6.8	5.2		September	6.4	5.4					
October	5.2	4.3		October	9.0	7.8		October	6.8	5.8		October	6.3	5.8					
November	5.7	4.6		November	9.2	7.8		November	7.2	5.9		November	6.9	6.5					
December	4.6	4.4		December	9.5	7.2		December	6.7	5.6		December	6.9	7.0					
January	5.2	4.5		January	8.8	5.5		January	6.7	4.9		January	7.0	5.8					
February	6.4	4.4		February	8.5	6.2		February	7.3	5.1		February	6.6	5.9					
March	7.8	5.3		March	10.7	6.8		March	9.0	5.9		March	7.9	6.4					
Annual Average	4.9	4.8	4.8	Annual Average	7.6	7.6	7.0	Annual Average	6.1	5.9	5.7	Annual Average	5.9	5.7	5.5				
Average Apr-Aug	3.7	5.0	5.2	Average Apr-Aug	5.5	8.6	7.3	Average Apr-Aug	4.4	6.5	6.0	Average Apr-Aug	4.5	5.1	4.6				
No of Employees at 31 August 2023				879	No of Employees at 31 August 2023				564	No of Employees at 31 August 2023				1443	No of Employees at 31 August 2023				16523



APPENDIX 2		
HOUSING AND TECHNICAL RESOURCES		
	Jul - Aug 2022	Jul - Aug 2023
<b>MEDICAL EXAMINATIONS</b>		
Number of Employees Attending	46	39
<b>EMPLOYEE COUNSELLING SERVICE</b>		
Total Number of Referrals	8	3
<b>PHYSIOTHERAPY SERVICE</b>		
Total Number of Referrals	30	46
<b>REFERRALS TO EMPLOYEE SUPPORT OFFICER</b>	22	19
<b>REFERRALS TO COGNITIVE BEHAVIOUR THERAPY</b>	0	0
<b>TOTAL</b>	<b>106</b>	<b>107</b>
	Jul - Aug 2022	Jul - Aug 2023
<b>CAUSE OF ACCIDENTS/INCIDENTS</b>		
Over 7 day absences	4	1
Over 3 day absences**	0	1
Minor	2	2
Near Miss	0	3
Violent Incident: Verbal****	0	1
<b>Total Accidents/Incidents</b>	<b>6</b>	<b>8</b>
<p>*A Specified Injury is any fracture (other than to the fingers, thumbs or toes), amputation, loss of sight, serious burns, crushing injury, scalping, loss of consciousness caused by asphyxiation/ head injury, a chemical or hot metal burn to the eye or penetrating injury as defined by the HSE.</p> <p>**Over 3 day / over 7day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.</p> <p>***Near Miss - Any unexpected, unplanned occurrence (except Dangerous Occurrences) that does not lead to injury of persons, damage to property, plant or equipment but may have done so in different circumstance.</p> <p>****Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.</p> <p>*****Physical violent incidents and ***** Verbal Violent Incidents are included in the "Over 3-day or Over 7-day" figures, where applicable, to provide the "Total Over 3-day or Over 7-day" figures.</p> <p>*****Physical Violent Incidents and ***** Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.</p>		
	Jul - Aug 2022	Jul - Aug 2023
<b>RECORD OF DISCIPLINARY HEARINGS</b>		
Total Number of Hearings	0	1
<b>Time Taken to Convene Hearing July - August 2023</b>		
0-3 Weeks	4-6 Weeks	Over 6 Weeks
1	0	0
<b>RECORD OF GRIEVANCE HEARINGS</b>	Jul - Aug 2022	Jul - Aug 2023
Number of Grievances	2	0
Number Resolved at Stage 1	1	0
Number Resolved at Stage 2	1	0
<b>RECORD OF DIGNITY AT WORK</b>	Jul - Aug 2022	Jul - Aug 2023
Number of Incidents	0	4
Still in Process	0	4
<b>ANALYSIS OF REASONS FOR LEAVING</b>	Jul - Aug 2022	Jul - Aug 2023
Career Advancement	2	2
Poor Relationship with Manager/Colleagues	1	0
Personal Reasons	2	2
<b>Number of Exit Interviews conducted</b>	<b>5</b>	<b>4</b>
<b>Total Number of Leavers Eligible for Exit Interview</b>	<b>13</b>	<b>12</b>
<b>Percentage of interviews conducted</b>	<b>38%</b>	<b>33%</b>

Reason	Jul - Aug 2023		Cumulative total	
	FTE	H/C	FTE	H/C
Terminations/Leavers	15.99	21	36.22	47
Being replaced	15.99	21	35.82	46
Filling on a temporary basis	0.00	0	0.00	0
Plan to transfer this budget to another post	0.00	0	0.00	0
End of fixed term contract	0.00	0	0.40	1
Held pending service Review	0.00	0	0.00	0
Plan to remove for savings	0.00	0	0.00	0

**JOINT STAFFING WATCH RETURN  
HOUSING & TECHNICAL RESOURCES**

As at 10 June 2023

**Total Number of Employees**

MALE		FEMALE		TOTAL
F/T	P/T	F/T	P/T	
805	27	329	127	1288

\*Full - Time Equivalent No of Employees

Salary Bands

Chief Officer	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Fixed SCP	Teacher	TOTAL
3.00	204.26	628.88	352.43	30.60	10.00	0.00	0.00	0.00	1229.17

As at 11 March 2023

**Total Number of Employees**

MALE		FEMALE		TOTAL
F/T	P/T	F/T	P/T	
817	27	326	127	1297

\*Full - Time Equivalent No of Employees

Salary Bands

Director	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Fixed SCP	Teacher	TOTAL
1.00	207.47	634.50	352.23	29.60	11.00	2.00	0.00	0.00	1237.8



# Report

8

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>South Lanarkshire Council's Strategic Housing Investment Plan 2024 to 2029</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ seek approval for South Lanarkshire Council's Strategic Housing Investment Plan 2024 to 2029; and
- ♦ provide an update on additional considerations given as part of the development of South Lanarkshire Council's Strategic Housing Investment Plan 2024 to 2029

## 2. Recommendation(s)

2.1 The Committee is asked to approve the following recommendation(s):-

- (1) that South Lanarkshire Council's Strategic Housing Investment Plan 2024 to 2029, as detailed in Appendix 1, be approved for publication and submission to the Scottish Government; and
- (2) that the key considerations made as part of the development of South Lanarkshire Council's Strategic Housing Investment Plan 2024 to 2029, be noted

## 3. Background

- 3.1. The Strategic Housing Investment Plan (SHIP) is a rolling 5-year plan. Its purpose is to set out affordable housing development priorities within a local authority area, to guide the way in which Scottish Government funding and other resources are allocated to achieve current South Lanarkshire Local Housing Strategy 2022 to 2027 (LHS) outcomes.
- 3.2. Local authorities are required to update the SHIP on an annual basis with sites added, removed or revised as appropriate. The most recent SHIP, which covers the period from 2023 to 2028, was approved by the Housing and Technical Resources Committee on 5 October 2022.
- 3.3. The LHS 2022 to 2027 was approved at Executive Committee on 30 November 2022 and highlights a commitment by the Council and its partners to actively seek opportunities to develop housing across South Lanarkshire to both meet housing need and support their social and economic regeneration.
- 3.4. On 30 November 2022, Executive Committee also approved a new affordable housing supply target for the Council, aiming to deliver an additional 1,300 additional homes by 31 March 2027. This will be delivered through a combination of new council homes and the acquisition of existing homes from the market, with the new sites set out within the SHIP.

#### **4. Development of the SHIP 2024 to 2029**

4.1. The SHIP 2024 to 2029, has been developed in the context of:-

- ◆ maximising opportunities to bring forward town centre and existing Council or community planning partner owned sites to assist in achieving the Council's new 1,300 additional home target
- ◆ maximising opportunities to bring forward private sites through utilising new procurement routes for developers to build relationships with the Council to assist with longer term development planning
- ◆ continued alignment with the South Lanarkshire Health and Social Care Partnership to ensure appropriate current and future housing provision for those with particular needs
- ◆ alignment with relevant aspects of the new National Planning Framework 4 (NPF4) to ensure new housing developments contribute to and enhance existing neighbourhoods

4.2. Continuing engagement has also taken place with developing Registered Social Landlord (RSL) partners to reflect their intentions to progress with the development of new affordable housing over the period of the plan.

4.3. Along with consultation with internal partners including Planning and Regulatory Resources, Finance Services and Property Services, consultation this year was extended to elected members with a special session held on 31 August 2023 at which the draft SHIP was presented allowing discussion to take place. Positive feedback was received on the proposed plan and discussions took place to inform elected members of the processes behind development of sites and their alignment with other Council priorities such as sustainable public transport services, effective asset management and Community Wealth Building.

4.4. Engagement has also taken place with the Tenant Participation Co-ordination Group (TPCG), with a presentation delivered on 28 September 2023 to provide the Group with an overview of the SHIP and distribution of sites across the housing divisions, ensuring tenant priorities continue to be considered in the delivery of new homes.

4.5. The Council submitted the draft version of the SHIP to the Scottish Government on 28 October 2023. The submission highlighted that the document was in draft form and subject to Housing and Technical Resources Committee approval. Also, subject to approval by Committee, the document will be published on the Council's website.

#### **5. Draft SHIP 2024 to 2029**

5.1. The draft SHIP and associated table of priority sites is provided in Appendix 1. The document has been updated in line with national guidance and provides a detailed context and rationale for the priorities which could be delivered over the 5-year period to March 2029.

5.2. Table 1, annexed to the SHIP, sets out priorities for grant funding to be delivered over the rolling 5-year period and includes projects with a total potential capacity for delivering up to 2,442 affordable homes in South Lanarkshire over the 5-year period to March 2029. This includes 1,842 new build homes to be delivered by the Council and RSLs, alongside 600 existing homes to be purchased by the Council through its Market Purchase Scheme.

- 5.3. The actual new build output will be subject to a detailed development assessment of the viability of each site as well as the level of grant funding which will be available for each project over the period to March 2029.
- 5.4. Table A below illustrates the anticipated distribution of new build completions across the 4 housing market areas in South Lanarkshire over the 5-year period, alongside the percentage increase of each compared within existing housing for social rent in that area.

	Clydesdale	East Kilbride	Hamilton	Rutherglen/ Cambuslang	Market Purchases	South Lanarkshire
<b>Proposed new build units within SHIP</b>	276	568	696	284	600	2,442
<b>% of total SHIP</b>	11%	24%	28%	12%	25%	100%
<b>Total units of existing social housing in HMA</b>	6,184	6,778	11,329	7,204	-	31,495
<b>% increase against existing social housing stock in HMA (March 2023)</b>	4.4%	8.4%	6.2%	3.9%	-	7.7%

- 5.5. The SHIP tables reflect development progress and comprise a combination of projects rolled forward from the previous SHIP and new sites consistent with LHS strategic priorities. For those sites carried forward, each have been re-evaluated against these priorities and to ensure that development remains viable. This process has resulted in some long standing sites being temporarily removed to enable the SHIP to align closer with actual delivery.

## **6. Key Considerations within the SHIP 2024 to 2029**

- 6.1. As detailed at 4.1, a range of other considerations were made as part of the development of this year's SHIP to ensure alignment with a range of Council priorities including town centre regeneration and appropriate provision of housing for those with particular needs.
- 6.2. Through discussions with Community and Enterprise Resources, the capacity of potential affordable housing provision across South Lanarkshire's town centres has been significantly increased from the previous SHIP, with new sites identified across East Kilbride, Hamilton and Rutherglen. These aim to contribute to wider town centre regeneration proposals and align with the policy direction on town centre living in NPF4. Review of smaller scale town centre development will be considered for other areas such as Strathaven, Larkhall and Lanark as development progresses.
- 6.3. In recognition of the changing needs of tenants and other customers, alongside the transition of existing care and support models, South Lanarkshire Council has established a new South Lanarkshire Progressive Housing approach. The objective is to maximise the opportunities available to meet particular needs through the Affordable Housing Supply Programme on a site-by-site basis. Introducing a fresh approach to commissioning, with renewed emphasis on contributing to both the wider strategic ambitions of the Health and Social Care Partnership and continuing to increase levels of affordable housing, the aim is to provide the appropriate services and house types in the right areas that focus on independence.

In addition, in alignment with the LHS and Strategic Commissioning Plan, appropriate opportunities in increase settled accommodation for care experienced young people will be explored.

- 6.4. Careful consideration will be given to the layout and design of new sites, aligning with key principles of NPF4 and ensuring new homes complement existing neighbourhoods, with local services from across each of South Lanarkshire's 4 localities involved in key decisions surrounding the sites being developed. This approach is consistent with feedback from the consultation process in developing the Strategic Commissioning Plan, whereby respondents expressed a preference to be supported to remain in their own home and community.
- 6.5. Following feedback from elected members, a new section on considerations for veterans and the armed forces community has been included within the SHIP, giving a commitment to progressing discussions with specialist veteran organisations to understand the needs of the community and how new council or RSL homes can be utilised to address these. This aligns with commitments already made within the LHS.
- 6.6. Elected members and the TPCG were also keen to understand how rural communities will be supported through new housing provision as well as seeking to ensure that all new developments are supported by appropriate transport links and amenities. Work will continue with colleagues in Planning and Regulatory Services to ensure development sites are identified in the correct areas and are being developed in the context of the NPF4 and other appropriate strategies to ensure sustainable communities are being created.
- 6.7. The sites identified in the SHIP 2024 to 2029 have been through a thorough assessment process to ensure that delivery is achievable. Discussions are ongoing with services from across the Council to develop a strategic framework of alternative development models including working with external partners and options for acquiring land, all of which will assist the Council to achieve the 1,300 additional homes target. It is anticipated that the framework may also lead to further opportunities which allow the Council to step in and deliver sites of strategic and operational importance if developing RSL partners are no longer able to take sites forward.
- 6.8. This approach is being developed to support a 10-year programme of development to ensure that a continuing pipeline of sites are available to deliver affordable housing across South Lanarkshire in the longer term.

## **7. Resource Planning Assumptions**

- 7.1. The assumptions and forecasts set out in the SHIP are based on the best information available at the time of preparation and will be subject to refinement as part of the annual review of the SHIP and preparation of the Strategic Local Programme Agreement as individual projects are developed. In accordance with the guidance, this annual agreement will continue to be reviewed and refreshed annually in consultation with the Scottish Government and RSL partners.
- 7.2. The SHIP is used by the Scottish Government to direct the allocation of resources from a national to a local level through 'local programme agreements' which detail the sites to be progressed and the indicative funding required. To support delivery of the affordable housing supply programme, the Scottish Government identifies the total annual funding (the Resource Planning Assumptions) that will be available to councils and RSLs within each local authority area.



- 7.3. In 2021, the Scottish Government provided a 5-year Resource Planning Assumption to assist local authorities and developing RSLs in longer term planning for additional housing. The final 2 years of this for the South Lanarkshire area are detailed in the table below:-

Financial Year	Scottish Government RPA (£0.0m)
2024/2025	£30.180
2025/2026	£30.680

- 7.4. Although the Council awaits confirmation from the Scottish Government of the Resource Planning Assumption for 2026/2027, 2027/2028 and 2028/2029, as per Scottish Government guidance, the SHIP, as set out in Appendix 1, has provided an estimate of these based on the funding available in previous years.

## **8. Next Steps**

- 8.1. To ensure compliance with specified timescales, a draft copy of the SHIP 2024 to 2029 was submitted to the Scottish Government on 28 October 2023. Subject to approval from Housing and Technical Resources Committee, a final approved version will be submitted.
- 8.2. The Scottish Government's More Homes Division will collate the South Lanarkshire SHIP into a national programme for ministerial approval and thereafter, the Strategic Local Programme Agreement (SLPA) will be prepared for sign off by each local authority.
- 8.3. Once the SLPA is finalised, the Scottish Government will issue individual programme agreements for RSL and council projects covering the units, tenure mix, subsidy levels, site start and completion dates, as these come forward. Monitoring and review of the delivery programme by the Council, its RSL partners and the Scottish Government will take place on an ongoing basis throughout the year.

## **9. Employee Implications**

- 9.1. There are no employee implications arising from the information presented in this report.

## **10. Financial Implications**

- 10.1. Financial impact relating to the costs of delivering additional council housing sites will be detailed in reports presented to Housing and Technical Resources Committee or Executive Committee for consideration and approval.
- 10.2. Financial implications relating to the delivery of additional affordable housing supply will also be detailed within the annual Housing Revenue and Capital Account Budget update reported to Housing and Technical Resources Committee.

## **11. Climate Change, Sustainability and Environmental Implications**

- 11.1. This report does not introduce a new policy, function or strategy which impacts on the natural environment, climate change or sustainability.

## **12. Other Implications**

- 12.1. Provision of new affordable housing is one of the Council's top risks and is included on the Resource Risk Register.

12.2. The new build specification for future projects will achieve higher energy standards reflecting enhanced building regulations and therefore, will make a positive contribution to both the Council's sustainability, climate change and fuel poverty reduction targets.

12.3. The content of this report will contribute to the evidence to support the requirements of the Annual Assurance Statement.

### **13. Equality Impact Assessment and Consultation Arrangements**

13.1. The SHIP is a delivery plan for the Council's LHS which has been subject to an equalities impact assessment.

13.2. Consultation on the preparation of the SHIP has taken place with RSL partners, other Council Resources and the Scottish Government.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

23 October 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable
- ◆ We will work to put people first and reduce inequality
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve
- ◆ Good quality, suitable and sustainable places to live
- ◆ Thriving business, fair jobs and vibrant town centres
- ◆ Caring, connected, sustainable communities

### **Previous References**

- ◆ South Lanarkshire Local Housing Strategy 2022 to 2027
- ◆ South Lanarkshire Rapid Rehousing Transition Plan 2019 to 2024
- ◆ Strategic Housing Investment Plan 2023 to 2028
- ◆ Housing and Technical Resources Committee, 5 October 2022
- ◆ Executive Committee, 30 November 2022

### **List of Background Papers**

- ◆ Scottish Government Guidance: Strategic Housing Investment Plan: Guidance Note MHDGN 2023/02

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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**Housing and Technical Resources**

**Strategic Housing Investment Plan for South Lanarkshire**

**2024 – 2029**

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## **1. Introduction**

### **1.1 Purpose**

The Strategic Housing Investment Plan (SHIP) is a five-year plan that sets out affordable housing development priorities within a local authority area to guide the way in which Scottish Government funding and other resources are allocated to achieve Local Housing Strategy (LHS) outcomes. It is refreshed and submitted to the Scottish Government every year.

### **1.2 Background**

This SHIP covers the period 2024-2029 identifying potential sites which will support the strategic objective delivery of affordable housing across South Lanarkshire. The development of the SHIP 2024-2029 has been based on the Resource Planning Assumptions noted in section 4.3 below, financial resources, along with consideration of the following mechanisms identified in the Scottish Government's Infrastructure Investment Plan for Scotland 2021/22 to 2025/26, which include:

- Over £3.3 billion allocated to deliver more affordable and social homes, helping to create great places, and continuing to ensure the right types of homes in the right places to support Local Housing Strategies and regional development priorities.
- Investing £275m to support community led regeneration and town centre revitalisation as part of a new Place Based Investment Programme.
- £525m investment in City Region and Regional Growth Deal programme to bring long term approaches to improving regional economies, harness additional investment, create new jobs, and accelerate inclusive and sustainable economic growth.
- A £250m capital investment in support of Place, community led regeneration, town centres and 20-minute neighbourhoods.
- £20m Gypsy/Traveller Additional Accommodation Fund to provide more and better accommodation for Gypsy/Traveller communities.

Building on its housing supply programme, the Scottish Government aims to create sustainable economic growth and address homelessness through existing and new initiatives including increasing the supply of accessible affordable homes across all tenures with appropriate community infrastructure. The SHIP is a key document for directing resources to achieving the delivery of affordable housing.

### **1.3 South Lanarkshire Council Homes+ Target**

On 30 November 2022, the council's Executive Committee approved a new affordable housing supply target aiming to deliver an additional 1,300 council homes by March 2027. This will be delivered through a combination of new council homes and the acquisition of existing homes from the market, with the new sites set out within the SHIP 2024-29.

### **1.4 Market impact on the programme**

Market fluctuation of construction costs has an impact on new build delivery. The Scottish Social Housing Tender Price Index measures the movement in construction costs of social housing in Scotland. The latest published quarterly briefing (June 2023) indicates tender prices for social housing in Scotland are rising steadily. In Q4 22/23 prices fell (4.4%) compared to the previous quarter but were still well above (3.4%) the price levels in the same quarter in 2021/22. Underlying construction costs of labour, materials, and plant as measured by BCIS General Building Cost Index, remained unchanged quarter on quarter in 4Q 2022/23 but rose by 8.1% compared to the same quarter a year earlier.

In addition, market fluctuations in the open market will have an impact on the purchase of properties including price and availability of properties to buy. From the most recent HM Land Registry publications (June 2023) the annual price change for properties in South

Lanarkshire saw a moderate rise in value of 0.34%, for all property types i.e., not specific to the property types of interest to the council as part of the market purchase scheme.

The council will continue to monitor costs and property market evidence for future delivery to ensure the council achieves best value for money.

## **1.5 SHIP 2024-2029 framework**

The SHIP has been developed to meet relevant Scottish Government guidance and specific requirements set out in “Guidance on Preparing Strategic Housing Investment Plans – More Homes Division Guidance Notes 2023/02 (MHDGN2023/02)”.

The assumptions and forecasts set out in the appendix tables are based on information available at the time of preparation and will be subject to refinement as projects are developed. Strategic Local Programme Agreements (SLPAs) are reviewed and reissued annually. This process takes account of progress of sites and allows new projects, drawn from the SHIP, to be included in the programme if additional funding becomes available, or particular sites prove to be unviable.

The Scottish Government monitors delivery of affordable housing via the Affordable Housing Supply Programme (AHSP). SLPAs in turn form the basis for RSL and Local Authority Programme agreements and become the primary mechanism for delivery of the Affordable Housing Supply Programme.

A key focus for this year’s update will be to maximise opportunities to bring forward town centre sites to assist in achieving the councils new 1,300 additional home target. In addition, the council is also actively considering a range of other opportunities to enhance the volume and scale of prospective sites. This includes:

- Working to establish the council’s own procurement framework for new housing. This will allow the council to specify the details of sites and locations for which the council is seeking, enabling developers to bring forward potential sites for development. Once established, will assist in accelerating delivery of new homes and support longer term planning.
- Working strategically with community planning partners to identify potential public sector partner owned sites or assets that could be transferred, purchased, or repurposed by the council or its RSL partners to support housing-led regeneration and the delivery of wider corporate objectives.
- Working with council services to identify existing Housing Revenue Account land and potential privately owned sites which the council or its RSL partners could purchase to support development.
- Effective and increased use of the recently expanded Market Purchase Scheme, enabling the council to purchase properties from owner occupiers and private landlords. In addition to being an effective method of increasing stock levels in high demand areas, acquisition costs are also less than costs associated with new build properties.
- Considering other innovative ways of delivering priorities providing efficient delivery and design, for example using off-site construction, collaboration with development partners, and design/mass customisation.

## **1.6 Consultation and Collaboration**

The SHIP has been produced by the Council’s Housing and Technical Resources in collaboration with colleagues from Community and Enterprise Resources (Planning and Regulatory Services, and Enterprise and Sustainable Development), Roads, Transportation

and Fleet Services, Finance and Corporate Services, alongside the South Lanarkshire Health and Social Care Partnership (HSCP), and in consultation with the Scottish Government's More Homes Team, Registered Social Landlords (RSLs) and private developers.

In addition, the draft SHIP was discussed with elected members at a special engagement and consultation session during its development and presented to the Corporate Management Team in September 2023 for discussion and approval, prior to progressing to Housing and Technical Resources Committee in November 2023.

## **1.7 Equalities**

The SHIP is a delivery plan for the affordable housing supply element of the Local Housing Strategy 2022-27(LHS). An Equalities Impact Assessment (EQIA) completed for the LHS found the strategy would have a positive impact on the people of South Lanarkshire, with no negative impacts identified for protected groups as identified within the Equality Act 2010.

A Fairer Scotland Duty Assessment (FSDA) was also completed for the LHS. The FSDA considers how public bodies can reduce inequalities of outcome caused by socio-economic advantage when making strategic decisions. The FSDA highlighted that the LHS will have a positive impact on particular equality groups which include: -

- Children and young people
- Older people
- People with disabilities or limiting life-long conditions
- Gypsy/Travellers
- People experiencing homelessness

The EQIA and FSDA undertaken in respect of the LHS provide reassurance that the strategy and other key documents it aligns with, including the SHIP, continue to positively impact on the people of South Lanarkshire. Both documents are published on the council's website at [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk).

## **1.8 Strategic Environmental Assessment**

As part of the development of the LHS, a full Strategic Environmental Assessment (SEA) was undertaken with the report submitted to the SEA Gateway and published online for consultation.

This assessment identified that the strategy, and other key documents it aligns with, would make an overall positive contribution toward local and national net-zero and decarbonisation targets through the direction of improvements to domestic buildings across South Lanarkshire.

The full Environmental Report developed through the SEA is published on the council's website at [www.southlanarkshire.gov.uk](http://www.southlanarkshire.gov.uk).



## **2. Context**

National housing and related policies, including planning policies along with the wider UK policies and their impact on local housing markets, provide the strategic context within which the SHIP is developed.

### **2.1 National strategic housing investment and delivery framework**

#### **2.1.1 Housing to 2040**

The Scottish Government's long term housing strategy 'Housing to 2040' (2021), sets out a vision and principles which focus upon the vital role which good housing and homes play in supporting health, wellbeing, life chances and employment opportunities.

The visions and principles are set out in a route-map as follows:

1. More homes in great places
2. Affordability and choice
3. Affordable warmth and zero emissions homes
4. Improving the quality of all homes (which includes taking action to support those with long-term conditions and disabilities to live at home independently).

A long-term ambition has been set by the Scottish Government to deliver an additional 110,000 affordable homes by 2032, with at least 70% of these to be for social rent. The SHIP sets out the capacity to deliver 2,442 affordable homes in South Lanarkshire by 2029 to contribute to this.

A timeline of key actions has been set out by the Scottish Government to identify how each aspect of the 'Housing to 2040' strategy will be delivered. All relevant actions will be considered throughout the identification, design and construction of the sites identified within the SHIP 2024-29 as appropriate.

#### **2.1.2 Programme for Government**

In September 2023, the Scottish Government published its' latest Programme for Government, setting out key priorities and ambitions for 2023/24. This included:

- Reiterating the aim to deliver 110,000 affordable homes across Scotland by 2032 which are warm, safe and well connected with investment of over £752m.
- Publish a Remote, Rural and Islands Housing Action Plan to help retain and attract people in rural and island communities.
- Work with partners to reduce the number of people in temporary accommodation by preventing homelessness wherever possible and, where homelessness cannot be prevented, acting quickly to move people into settled homes.
- Aiming to improve tenants' rights and prevent homelessness through the introduction of a new Housing Bill.
- Consult on proposals for a Heat in Buildings Bill that will aim to reduce emissions from housing and buildings.

#### **2.1.3 Housing supply targets**

The LHS five-year Housing Supply Targets (HST) for affordable and private housing are based on Housing Estimates and other Core Outputs of the Glasgow and Clyde Valley Housing Need and Demand Assessment (HNDA3) 2022.

A HNDA is designed to give broad, long-term estimates of the number of additional housing units that may be required to meet existing and future housing need and demand. The

HNDA also includes information on the operation of housing systems to help local authorities develop policies for management of existing housing stock and the provision of housing related services. The full HNDA3 can be found at [www.clydeplan-sdpa.gov.uk](http://www.clydeplan-sdpa.gov.uk).

HSTs are a policy-based interpretation of the HNDA outputs for the number of homes that may be delivered in the local authority area. They take account of a range of factors, as set out in National Planning Framework (NPF4) and Scottish Government HNDA Guidance. As a consequence, HSTs may be higher or lower than the housing estimates calculated in the HNDA.

The targets for South Lanarkshire are detailed in Table A below.

**Table A: 2022-2027 housing supply targets**

Tenure	Per year	Total
Affordable	250-300	1,250-1,500
Market (private)	700-750	3,500-3,750
All	950-1050	4,750-5,250

#### **2.1.4 Town Centre Regeneration**

Alongside Community Planning partners, the council is working to identify regeneration opportunities across South Lanarkshire's town centres, and a number of potential opportunities to increase the provision of affordable housing within town centres and utilise vacant sites or buildings have been identified. This approach is supported by policy direction on town centre living in NPF4 and aims to contribute to the council's ambitions on sustainability and place-based solutions.

Whilst the majority of these opportunities will arise through the major longer-term redevelopment being progressed through dedicated masterplans for Hamilton and East Kilbride (as referenced at 3.3), consideration is also being given to smaller scaled sites across Rutherglen, Strathaven, Larkhall and Lanark town centres.

Initial indications illustrate a potential of over 200 units of affordable housing across these smaller sites, with a potential further 800 units as part of the major Hamilton and East Kilbride town centre redevelopments. Where delivery of the majority of these units is likely to be achieved during the timescale of the SHIP, where appropriate sites have been noted in Table 1 (Appendix 1).

Ensuring appropriate content, both in terms of progressing the new and significant opportunity which exists in relation to affordable housing within town centres, and agreeing requirements for specific sites and broader town centre locations has been a key consideration for the SHIP 2024-29.

Any sites that are identified as potentially appropriate for inclusion in the SHIP will be subject to more detailed feasibility studies.

#### **2.1.5 Second Homes**

Making better use of existing housing stock in all tenures is a key element of the overall strategy for meeting growing levels of housing need. Since 2005, local authorities have been granted discretionary powers to vary Council Tax discounts on long term empty and unfurnished dwellings.

Table 5.1 of the SHIP sets out the resources generated through Council Tax and reused to support affordable housing delivery across the South Lanarkshire Council programme.

### 2.1.6 Empty Homes

South Lanarkshire Council has a policy of setting a council tax increase of 100% on certain properties which have been empty for one year or more. The levy has been applied on empty homes since 1 April 2019 with £496,000 raised in revenue from the levy during the financial year 2022/23.

South Lanarkshire Council has a Strategy and Policy Officer (Empty Homes) to assist property owners in bringing their properties back into use. Referrals for this service are received from internal partners, Scottish Empty Homes Partnership (supported by Shelter Scotland) and from the public via an online form available on the council's website. As of 31 July 2023, there is an active caseload of 104 properties which are currently being pursued.

The LHS sets out a target to bring 15 empty properties per year back into use. Assistance is provided to empty homes owners in the form of information, advice, and support in how to deal with the issues presented by empty homes, and the benefits to owners in occupying, renting out, or selling their empty properties. An internal working group meets on a recurring basis and is attended by officers from Building Standards, Environmental Services, Council Tax, Home Improve Service and Legal Services to address issues presented by empty homes and to develop a partnership approach in bringing properties back into use.

The table below sets out the how many empty homes have been brought back into use over the last three years.

Year	Total number of Homes	Empty 0-1 years	Empty 1-5 years	Empty 5-10 years	Empty 10+ years
2020/21	6	-	2	3	1
2021/22	15	-	3	3	9
2022/23	15	1	2	3	9

### **2.1.7 Climate change and sustainable housing development**

A key objective in the delivery of the affordable housing supply programme is to ensure that the design principles achieve the standards required to help reduce the greenhouse gas emissions.

Through the LHS, the council and RSL partners will work to increase the proportion of their housing stock meeting the equivalent of EPC band B or above and explore opportunities to trial new technology to assist in meeting this standard.

The national Heat in Buildings Strategy (2021) places a requirement on local authorities to develop a new Local Heat and Energy Efficiency Strategy (LHEES) and associated Delivery Plan to:

- set out how the building stock (homes and non-domestic buildings) needs to change to meet national objectives, including achieving zero greenhouse gas emissions, and the removal of poor energy efficiency as a driver of fuel poverty;
- identify heat decarbonisation zones, setting out primary measures for reducing emissions, with a view to zones acting as a potential trigger for regulation in the future if required; and
- prioritise areas for investment, both private sector and through public delivery schemes, against national and local priorities. and any new affordable housing being delivered as part of the SHIP will take cognizance of the LHEES once developed.

South Lanarkshire Council's Sustainable Development and Climate Change Strategy 2022-2027 focuses on the themes of People, Place and Communities, the Natural Environment, and a Green Economy. The LHS makes a significant contribution to the Place & Communities theme, through work to improve the condition and energy efficiency performance of all housing, as well as minimising the impact of fuel poverty.

To this effect, all South Lanarkshire Council new-build homes are built to the Silver Greener Standard as set out in Section 7, Silver Level, of the 2011 Building Regulations in respect of both Carbon Dioxide emissions and Energy for Space Heating. A higher grant subsidy is available from the Scottish Government to help meet the cost of achieving this Standard. In addition, modern construction methods are utilised as far as possible to help minimise adverse environmental impacts.

Building new homes to these standards also contributes to the council's wider contribution to the national Energy Efficient Scotland programme which seeks to raise the energy efficiency ratings of social rented domestic properties across Scotland to EPC band B by 2032.

### **2.1.8 Community Plan 2022-2032**

The South Lanarkshire Community Plan brings together local and national public, private and community sector representatives to work together. The aim is to improve the lives and prospects of everyone in South Lanarkshire.

In the context of housing the plan focuses on providing good quality, suitable housing for everyone. Priority areas of action identified in the plan are as follows:

- We will increase affordable housing supply and improve access to and choice of housing options that suit people's needs
- We will work in partnership to improve housing quality and energy efficiency, whilst supporting a just transition to decarbonisation

- We will work in partnership to prevent and significantly reduce homelessness and improve outcomes for those at risk of or who experience homelessness.

## **2.2 Local Strategic Housing Investment and Delivery Framework**

### **2.2.1 South Lanarkshire Local Development Plan 2**

The Local Development Plan 2 (LDP2) was adopted in April 2021 and sets out the spatial framework for new housing development across South Lanarkshire. Local Development Plan 2 (LDP2) builds on the previous LDP aligning with the NPF4 and Clydeplan Strategic Development Plan 2 (SDP2) in relation to ensuring a five-year effective housing land supply at all times for both private and public sectors.

LDP2 contains a section on housing which considers aspects of private and public sector housing, and this is translated into policies dealing with housing land supply and affordable housing. These policies are aimed at ensuring a five-year supply of appropriate housing to meet a range of needs and demands. Key priorities include the continuation of the Council's development of the Community Growth Areas linked to the City Deal project and the Council's new house building programme.

#### **Alignment with Planning Policy**

Adopted by the Scottish Government on 13 February 2023, the fourth National Planning Framework (NPF4) is the Scottish Government's new national spatial strategy for Scotland. The framework has significant implications for the housing sector with new and emerging agendas to be considered as part of existing and future housing planning arrangements.

Local Development Plans (LDP) are to identify a 10-year Housing Land Requirement that provides choice across all tenures. Through a plan-led approach sites are to be allocated in locations that are consistent with local living principles and an infrastructure first approach. All new housing sites are to make provision for affordable homes where that meets an identified need. Developer led sites are to include at least 25% affordable units although the LDP can set out locations and circumstances where this is not required. NPF4 also provides support for proposals involving residential development in town centres but will also guide delivery of additional housing supply in rural areas across South Lanarkshire.

#### **South Lanarkshire Council Places for People Strategy**

The South Lanarkshire Places for People Strategy is currently under development and will sit alongside the Local Housing Strategy, Local Development Plan and Community Plan to help guide decision-making for the future of South Lanarkshire's town centres. The strategy establishes a framework for a shared sense of vision to utilise national initiatives to develop and fund town centre investment programmes. Town centre living, 20-minute neighbourhoods and contributing to net-zero targets are key focuses of the strategy.

### **2.2.2 Community growth areas land supply**

South Lanarkshire has five community growth areas (CGAs) which will assist in meeting future housing need and demand arising from projected household growth. These areas are also key strategic projects for major infrastructure investment to be delivered through the City Deal. 'Table B' below sets out the remaining supply and capacity position, based on the draft 2022 Housing Land Audit.

**Table B: Community Growth Areas (CGAs)**

<b>Community Growth Area</b>	<b>No of Sites</b>	<b>Capacity for development 2022-2027</b>	<b>Capacity for development post 2027</b>	<b>Total capacity across CGA</b>
Carluke	4	51	550	601
East Kilbride	31	1694	423	2117
Larkhall/Ferniegair	6	162	1100	1262
Hamilton	14	740	766	1506
Newton	6	266	348	614
Total	61	2913	3187	6100

The estimated CGA outputs reflect up-to-date assessment of current and future conditions and performance within the local housing market and the economy. Phases are under construction at all the CGA's across South Lanarkshire.

The SHIP has identified potential affordable housing opportunities across CGA sites over the five-year period. Delivery will be determined by the rate of development linked to improvements in the housing market as well as capacity within the affordable housing budget at such times as sites become available. The Council continues to work with key partners involved in the CGAs to consider options for securing delivery of new affordable housing taking account of changes in funding.

### **2.2.3 Local Housing Strategy**

South Lanarkshire's Local Housing Strategy covers the five-year period from 2022 to 2027 and is subject to annual review. Closely linking to other council and partner strategies and plans, the LHS also aligns with priorities of people, progress and planet contained within the South Lanarkshire Community Plan.

The strategy contains eight outcomes to improve the access to, and quality of, affordable housing in South Lanarkshire:

1. Increase overall housing supply and improve access to and choice of housing options that suit people's needs which they can afford and sustain.
2. Private landlords and tenants are supported to ensure renting remains a sustainable housing option that meets all required standards.
3. Housing quality and energy efficiency are improved, with advice and support provided to building owners and tenants to help them achieve the required standards.
4. More homes are heated through decarbonised sources and renewable energy supply opportunities are explored.
5. People with particular needs are better supported to live independently within the community in a suitable, sustainable home.
6. Prevent homelessness occurring and significantly reduce homelessness.
7. People who experience homelessness are provided with suitable temporary accommodation as required and are supported to move to settled accommodation that meets their needs as quickly as possible.
8. Housing sustainability is improved in priority areas and settlements and people are encouraged to be part of their local community.

## **2.2.4 Housing Need and Demand Assessment (HNDA)**

HNDA3 sets out a broad, long-term estimate of the number of additional housing units that may be required to meet the existing and future housing need and demand between 2022 and 2040. The HNDA takes account of projected population change including an ageing population, changing household composition patterns, and inward migration and estimates a need for an additional 9,258 to 10,650 dwellings across South Lanarkshire by 2040.

Housing Supply Targets within the LHS (as outlined at 2.1.3) consider HNDA3 analysis which continues to show the need for affordable housing to meet need across all four Housing Market Areas in South Lanarkshire.

## **3. Meeting housing need and improving quality of life**

Aligning to the relevant national and local housing strategies and policies, the key focus when allocating affordable social rented housing is to respond to local needs and demands by ensuring that:

- those assessed as being in most need are prioritised for housing
- best use is made of available housing stock within South Lanarkshire
- the allocation of housing contributes towards the achievement of balanced and sustainable communities

The majority (91%) of South Lanarkshire's social rented stock is accessible through HomeFinder, the South Lanarkshire common housing register, where the Council and participating RSL partners have agreed a single application process and common assessment of housing need.

### **3.1 South Lanarkshire Council's Programme**

Established by the council's Executive Committee on 30 November 2022, the latest Home+ Programme has a target to deliver 1,300 additional homes for the council by 31 March 2027.

The council's new build supply meets the Housing for Varying Needs (HfVN) standards featuring barrier free internal spaces, energy efficient and high-quality standards.

The general needs category of housing being developed comprises a range of property types, including terraced and semi-detached homes designed to achieve a degree of flexibility to suit people of different abilities and needs. Their specification includes a wider staircase allowing for the installation of a chairlift, downstairs toilet and walk in shower or space provided for future installation of a shower for ambulant disabled household members as needs arise. Larger sized semi-detached properties (four bedrooms or more) feature a downstairs bedroom/s and bathroom aimed at addressing the needs of households with a disabled family member.

The particular needs or amenity category comprise semi-detached bungalows, cottage flats and lift access flats for older and ambulant disabled people. Wheelchair user homes can be adapted to suit the particular needs of a household having been designed to HfVN wheelchair user "basic" standards, including additional "desired" features where required.

### **3.2 Registered Social Landlords (RSL) completions**

RSL partners participating in the affordable housing supply programme have made a significant contribution towards meeting a wide range of housing needs and to the Scottish Government's affordable housing target.

Over the past 12 months however there has been a significant reduction in the proposed development from RSL's across Scotland, with the number of sites included in the SHIP reducing or development timescales slowing. Despite this, the council remain committed to working with RSL's who are keen to develop in South Lanarkshire and aims to support them as much as possible to ensure sites they bring forward are achieved.



### **3.3 Private Housing completions**

Private housing developments continue to progress at a good pace across South Lanarkshire, with a total of 3,256 completions during the three-year period from 2020, with 937 of these in the community growth areas.

### **3.4 Homelessness and Rapid Rehousing Transition Plan (RRTP) 2019-2024**

Addressing homelessness is a key priority of the LHS and the South Lanarkshire affordable housing supply programme. The RRTP, co-produced with a wide range of partners sets out a strategic approach to addressing homelessness, outlined in five high priority objectives and articulated in the associated actions.

1. Preventing homelessness occurring and significantly reduce homelessness
2. Significantly reduce time spend by households in temporary accommodation and minimise moves before moving to a settled home
3. Improve and increase the provision of housing support for households to live independently within communities
4. Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs
5. Enhance integration of partnership working and imbed RRTP through a whole systems approach

The Market Purchase Scheme targets specific properties to support actions relating to the RRTP, including replacing housing stock where a temporary tenancy is converted or 'flipped' to a permanent home. In addition, a significant proportion of affordable social rented homes are allocated to homeless households to support targets set out within the RRTP. The level of lets allocated to homeless households as a result of the affordable housing supply programme is monitored and reported.

The third annual review of the RRTP was approved by Housing and Technical Resources Committee in August 2023. The review confirmed that good progress had been made against the action plan to date with 92% of indicators either achieved or were close to target at end of 4<sup>th</sup> year, of 5-year overall plan.

2022/23 was an extremely challenging year both locally and nationally in terms of maintaining progress, with a 17% increase in homeless presentations in South Lanarkshire accompanied with a 38% increase in homelessness since 2021/22.

Nationally it has been reported that homelessness figures are at the highest they have been since records began in 2002. The links between homelessness and poverty are well documented, in 2022/23 there has been a continued economic downturn accompanied by the 'cost of living crisis'. Global and national economies have been significantly affected by the impact of Covid 19 and the war in Ukraine which have directly impacted on the housing sector. It is expected the challenges will continue to disproportionately impact on economically disadvantaged households who are at greatest risk of homelessness.

### 3.5 A Progressive Housing Approach

The South Lanarkshire Strategic Commissioning Plan 2022-25 was approved at the South Lanarkshire Integrated Joint Board on 29 March 2022 and sets out the Board's strategy for the delivery of health and social care services in South Lanarkshire. The plan is closely aligned with the LHS and a range of joint action areas are being progressed to develop a shared understanding of housing care and support needs for people with specific needs including older people.

Through this, a progressive housing approach has been established to ensure that each site within the council's Home+ Programme is developed to incorporate an appropriate number and mix of specialist homes. Early engagement with local housing, health and planning teams from across each of South Lanarkshire's four localities will enable new council housing provision to be designed to meet the known needs of those who may be allocated one of the new homes.



Adaptability will remain a key focus of this approach, allowing homes to change to meet the needs of tenants as they do, or to support new tenants when they move in. In addition, careful consideration will be given to the layout and design of new sites, aligning with key principles of NPF4 and ensuring new homes complement existing neighbourhoods.

In recognition of the importance of ensuring appropriate accommodation is in place for care assisted young people across South Lanarkshire, work will continue to be progressed jointly with the Health and Social Care Partnership. This will aim to improve the housing outcomes for young people moving on from the council's direct care, whilst also considering short term solutions to increase capacity for those currently being accommodated. As part of the progressive housing approach the council and the HSCP will also consider whether there are any bespoke requirements required in terms of new affordable housing to meet the needs of young people as they move to independent living.

In August 2023 the Scottish Government launched a new consultation on the Scottish Accessible Homes Standard, seeking views on alignment between aspects of existing guidance and Building Standards. The council have contributed to this consultation, citing its own experiences in ensuring tenant's needs are met through correct property design. Further detail on the outcomes of this are expected from the Scottish Government in early 2024.

### 3.6 Wheelchair user housing targets

Scottish Government guidance MHDGN 2019/02 recommends setting wheelchair housing targets within the LHS to support the delivery of more wheelchair user housing. This is a key housing action in 'A Fairer Scotland for Disabled People' delivery plan.

Adaptations to existing and new supply of social housing contribute to increasing the supply of fully wheelchair user homes, though these are a small percentage of all housing supply. An important priority for the LHS is for housing and health and social care partners to work together with stakeholders to identify the extent of need for additional wheelchair user housing in South Lanarkshire and look to opportunities through the Strategic Housing Investment Plan and via the Affordable Housing and Housing Choice Supplementary Planning Guidance, to increase fully wheelchair user housing supply.

As per the LHS 2022-27 a target of 10% wheelchair user units has been set for all new-build social housing development and 8% for new private housing developments. This will be kept under review as part of the LHS annual review process, analysis of demand and discussions with partners and developers.

### **3.7 Larger Homes**

The majority of the council's existing stock is comprised of two and three apartment accommodation following the disproportionate loss of larger size homes which occurred through the operation of the Right to Buy Scheme.

Development of the sites identified in the SHIP 2024-29 will include provision for larger homes as required, with the council utilising a range of data and liaising with housing management teams across each area of South Lanarkshire to ensure that site design and the proposed housing mix and property size reflects needs and local circumstances.

In addition, the council will continue to consider the use of its Market Purchase Scheme to meet specific housing needs, including those of large families which cannot readily be met through existing stock.

### **3.8 Gypsy/Travellers**

South Lanarkshire Council owns and manages two Gypsy/Traveller sites with 18 pitches at Shawlands Crescent in Larkhall, and 6 pitches at Springbank Park, East Kilbride.

The LHS 2022-27 builds on the significant progress made during the last LHS through actions to assess accommodation need and demand of Gypsy/Travellers in South Lanarkshire, as well as continuing to implement significant improvement projects from the two site masterplans, developed in conjunction with current site residents.

### **3.9 Veterans and the armed forces community**

Recognising the need to ensure suitable accommodation options exist for veterans of the armed forces within South Lanarkshire, through the LHS the council will work with specialist veteran organisations to understand what type of accommodation would be appropriate and where this should be located to ensure veterans have access to the accommodation and support they need.

Opportunities for new homes for Veterans and members of the armed forces community will also be progressed through the SHIP 2024-29.

### **3.10 Care Experienced Young People**

The LHS commits to the delivery of South Lanarkshire's 'Promise' to Care Experienced young people supporting their transition to independent living. Recognising this commitment, the council will complete a review of affordable housing options tailored to care experienced children and young people to ensure that they experience transition into independent living focussed on their needs.

### **3.11 Child Poverty**

The fifth South Lanarkshire Local Child Poverty Action Report (LCPAR) was approved by the Community Planning Partnership Board in September 2023 and continues to focus on tackling the three main drivers of child poverty: income from employment; costs of living; income from social security and benefits in kind.

Within the 'reducing the cost of living' section of the report, there are a range of actions relating to the supply of good quality, affordable housing, including:

- Reducing the costs of housing for families including energy costs;
- Investment to increase new affordable housing supply;
- Preventing and reducing homelessness for households, including families with children and young people.

In terms of new affordable housing, a key objective of the design principles is to help reduce the cost of living. A primary factor is location, ensuring housing developments are close to amenities helping to minimise transport costs as most facilities will be within walking distance. By building all new council homes to the Silver Greener Standard, tenants will also benefit from reduced energy costs.

## 4. SHIP 2024-2029 delivery

### 4.1 SHIP tables and development priorities

The SHIP tables set out 66 sites with an estimated total capacity for the delivery of up to 2,442 additional affordable homes over the five-year period to March 2029. These include priority projects rolled forward from the previously approved SHIP, projects with current SLPA funding commitments and new sites. The programme has been developed in consultation with key developer partners and reflects key national and local strategic issues of material consideration including negotiations with private developers in relation to specific development proposals.

A breakdown of the proposed distribution of the new build affordable housing units across the four housing market areas is set out below.

**Table C: Combined five-year affordable housing units by Housing Market Area**

Clydesdale	Hamilton	East Kilbride	Rutherglen/Cambuslang	OMP (all areas)	South Lanarkshire
276	696	586	284	600	2,442
11%	28%	24%	12%	25%	100%

### 4.2 Site prioritisation criteria

New sites are prioritised for inclusion in the SHIP based on a number of key factors and associated strategic issues of material consideration. All sites are assessed based on the agreed criteria and depending on the outcome, they are categorised, as high, medium or low priority. An outline of the assessment approach agreed with relevant developer partners is set out in Table D.

**Table D: Site assessment approach**

Key factors	Material Considerations
Site location	LDP2 housing land sites/windfall sites regeneration/proximity to other sites under development and services
Tenure mix	LHS priority tenure: social rented/mid-market/shared equity/localised housing pressure analysis to inform demand/house types
Needs category	General needs/older people/ wheelchair user/ homeless households/Gypsy/Travellers

Key factors	Material Considerations
Sustainable development	brownfield/greenfield/conservation/flood zone EESSH2 specification/digital inclusion
Development constraints	Ownership/abnormals/access/ infrastructure deliverability in relation to timescales

Development sites have to score positively on all key factors to be included in the SHIP. Priority categories of high, medium and low are assigned depending on whether the development proposal contributes to outcomes as identified at national and local levels. Key strategic issues considered at site prioritisation stage are highlighted in the *Material considerations* column of Table D above based on the best information available at the time of preparing the SHIP. This enables investment to be targeted to priority developments which will best meet local needs and identified LHS outcomes within the SLPA timeframe in the event that the investment is constrained to the minimum RPA. The final output will be subject to a detailed development assessment on the viability of each site as well as the level of grant funding resources available over the plan period.

Subject to funding availability and unforeseen abnormal site constraints, the plan is realistic in terms of estimated site start dates.

Mid-market rent, shared equity and low cost home ownership may form part of an overall procurement package for each development to facilitate cost effective delivery of affordable housing for rent. To achieve this, the Council will continue to work closely with the Scottish Government and our partners in the public and private sector to develop alternative funding sources and delivery mechanisms and maximise implementation of this SHIP particularly in the major Community Growth Areas.

### 4.3 Financial resources

The principal sources of funding for the Council's Home+ Programme come from contributions made by the Council from Prudential Borrowing, the Scottish Government's Affordable Housing Supply Programme (AHSP), Private Developer Contributions and the Council Tax levy on second and empty homes. AHSP is available for various types of affordable housing including social rent comprising new build and market purchases, mid-market rents and Low-cost Initiative for First Time buyers (LIFT) shared equity schemes delivered by the Council or RSLs and in some cases, in partnership with private developers.

The most recent More Homes Division benchmark figures for affordable housing were published in June 2023 with the baseline benchmark set for local authorities at £83,584 (3-person equivalent), with the option to apply additional funding for specific items such as net zero heating, home working stations, amongst others, where there is an increase to the specification of the properties. Including all additional items has the potential to increase the benchmark figure to £104,394 per unit.

Working with colleagues in Finance and Corporate Resources the council will make applications for grant funding under the new scheme following financial assessment to confirm that individual development sites will not have an adverse impact on the housing business plan or rent affordability for tenants. The Scottish Government published Resource Planning Assumptions for councils across Scotland covering the five-year period up to 2025/26. The total RPA issued to South Lanarkshire for the years 2024/25 and 2025/26 is £60.86m.

Table E below summarises the RPA projected between 2024 to 2029:

**Table E: South Lanarkshire's Resource Planning Assumptions (RPA)**

Financial Year	Scottish Government RPA (£0.0m)	SHIP Planning Assumptions RPA + future year capacity (£0.0m)
2024/25	£30.180	£37.725
2025/26	£30.680	£38.350
2026/27	£30.680**	£38.350
2027/28	£30.680**	£38.350
2028/29	£30.680**	£38.350
<b>Total</b>	<b>£152.9</b>	<b>£191.125</b>

\* RPA + 25% slippage factor applied

\*\* Projection based upon continuation of funding at level confirmed for 2025/26 and will be subject to confirmation of funding for future years.

#### 4.4 South Lanarkshire Council contributions

The Council's key funding sources include:

- Prudential borrowing of over £23.33 million was approved in 2023/24 budget.
- Council Tax on second homes and empty homes generated £652,000 in 2022/23.

#### 4.5 Private developer contributions

To comply with the SLC Affordable Housing Policy private developers are required to contribute 25% of all sites (with capacity of 20 units or more) available for affordable housing. The Council's Local Development Plan Policy 13 'Affordable Housing and Housing Choice' and the associated Supplementary Guidance for Affordable Housing and Community Infrastructure Assessment are used to inform local negotiations on developer contributions to meet affordable housing requirements.

SHIP Table 5.2 sets out developer contribution commuted sum payments received to date, that will be used to support the delivery of the SHIP over the five-year programme.

#### 4.6 Organisational capacity

South Lanarkshire has a good track record of innovative joint working and delivery and will continue to work collaboratively with the Scottish Government, RSLs and private sector partners, making best use of available resources to increase the supply of affordable housing and contribute to meeting priorities set out within this SHIP.

#### 4.7 How to comment on the SHIP

For more information or if you want this information in a different format or language, please phone [StratSupAdm@southlanarkshire.gov.uk](mailto:StratSupAdm@southlanarkshire.gov.uk)

If you need this information in another language or format, please contact us to discuss how we can best meet your needs. Phone 0303 123 1015 or email [equalities@southlanarkshire.gov.uk](mailto:equalities@southlanarkshire.gov.uk)

**Table 1 – Development priorities Years 1 to 5 (2024-2029)**

				Units - Tenure					Unit Site Starts					
Ref	Project	Sub-Area	Developer	Council House Rent	Housing Association Rent	Total	Greener Standards	Approval Date	Pre - 2024/25	2024/25	2025/26	2026/27	2027/28	2028/29
1.	Bosfield Corner, East Kilbride	East Kilbride	East Kilbride & District HA	0	18	18	Y	2023/24	18	0	0	0	0	0
2.	Eaglesham Road, Jackton	East Kilbride	East Kilbride & District HA	0	24	24	Y	2024/25	0	24	0	0	0	0
3.	Calderwood Road, East Kilbride	East Kilbride	East Kilbride & District HA	0	12	12	Y	2026/27	0	0	0	12	0	0
4.	Alberta Avenue, East Kilbride	East Kilbride	East Kilbride & District HA	0	9	9	N	2023/24	9	0	0	0	0	0
5.	URC Church, Carnegie Hill	East Kilbride	East Kilbride & District HA	0	16	16	N	2023/24	16	0	0	0	0	0
6.	Greenhills, East Kilbride	East Kilbride	Sanctuary Scotland Housing Association	0	28	28	Y	2021/22	28	0	0	0	0	0
7.	Mavor Avenue Phase 4	East Kilbride	Clyde Valley Housing Assoc. Ltd	0	24	24	N	2025/26	0	0	24	0	0	0
8.	Kittoch Street, East Kilbride	East Kilbride	South Lanarkshire Council	18	0	18	Y	2024/25	0	18	0	0	0	0
9.	Ballgreen Hall, Strathaven	East Kilbride	South Lanarkshire Council	9	0	9	Y	2023/24	0	9	0	0	0	0
10.	Eaglesham Road , East Kilbride	East Kilbride	South Lanarkshire Council	40	0	40	Y	2024/25	0	40	0	0	0	0
11.	East Overton Farm Hamilton Road Strathaven	East Kilbride	South Lanarkshire Council	24	0	24	Y	2024/25	0	0	0	0	24	0
12.	Central East Kilbride Site	East Kilbride	South Lanarkshire Council	12	0	12	Y	2025/26	0	0	12	0	0	0
13.	Thornton Farm, East Kilbride	East Kilbride	South Lanarkshire Council	22	0	22	Y	2026/27	0	0	0	22	0	0
14.	EK CGA Site B (Jacktonhall)	East Kilbride	South Lanarkshire Council	40	0	40	Y	2023/24	0	40	0	0	0	0
15.	EK CGA Site C (Jackton Road)	East Kilbride	South Lanarkshire Council	44	0	44	Y	2025/26	0	0	44	0	0	0
16.	EK CGA Site D	East Kilbride	South Lanarkshire Council	36	0	36	Y	2024/25	0	0	36	0	0	0
17.	EK CGA Site E - Greenhills Road	East Kilbride	South Lanarkshire Council	56	0	56	Y	2024/25	0	56	0	0	0	0
18.	East Kilbride CGA Site F (Newlands Road)	East Kilbride	South Lanarkshire Council	46	0	46	Y	2024/25	0	46	0	0	0	0
19.	East Kilbride Town Centre Phase 1	East Kilbride	South Lanarkshire Council	48	0	48	Y	2026/27	0	0	0	48	0	0

				Units - Tenure					Unit Site Starts					
Ref	Project	Sub-Area	Developer	Council House Rent	Housing Association Rent	Total	Greener Standards	Approval Date	Pre - 2024/25	2024/25	2025/26	2026/27	2027/28	2028/29
20.	East Kilbride Town Centre Phase 2	East Kilbride	South Lanarkshire Council	60	0	60	Y	2025/26	0	0	60	0	0	0
21.	Dunkeld Place, Hamilton	Hamilton	Link Group	0	24	24	Y	2023/24	24	0	0	0	0	0
22.	Wellhall Road, Hamilton	Hamilton	Link Group	0	58	58	Y	2023/24	58	0	0	0	0	0
23.	Grier Place, Larkhall	Hamilton	Link Group	0	47	47	Y	2023/24	0	0	47	0	0	0
24.	Douglas Street Hamilton	Hamilton	Clyde Valley Housing Assoc. Ltd	0	21	21	Y	2024/25	0	21	0	0	0	0
25.	Cadzow Gait, Hamilton	Hamilton	Clyde Valley Housing Assoc. Ltd	0	16	16	Y	2022/23	16	0	0	0	0	0
26.	Torhead Farm, Hamilton	Hamilton	Clyde Valley Housing Assoc. Ltd	0	54	54	N	2023/24	0	54	0	0	0	0
27.	Bothwell Road, Hamilton	Hamilton	Clyde Valley Housing Assoc. Ltd	0	40	40	N	2025/26	0	0	40	0	0	0
28.	St Andrews Church Hall – Hamilton Phase 2	Hamilton	West Of Scotland HA Ltd	0	3	3	Y	2021/22	3	0	0	0	0	0
29.	Raploch Street, Larkhall	Hamilton	West Of Scotland HA Ltd	0	18	18	N	2023/24	0	18	0	0	0	0
30.	Alness Street, Hamilton	Hamilton	West Of Scotland HA Ltd	0	12	12	N	2022/23	12	0	0	0	0	0
31.	Carlise Road, Hamilton	Hamilton	South Lanarkshire Council	10	0	10	Y	2023/24	0	10	0	0	0	0
32.	Mill Road, Hamilton	Hamilton	South Lanarkshire Council	6	0	6	Y	2023/24	6	0	0	0	0	0
33.	Central Hamilton Site (1)	Hamilton	South Lanarkshire Council	12	0	12	Y	2025/26	0	0	12	0	0	0
34.	Hamilton Green Phase 1	Hamilton	South Lanarkshire Council	89	0	89	Y	2024/25	0	89	0	0	0	0
35.	Hamilton Green Phase 2	Hamilton	South Lanarkshire Council	40	0	40	Y	2026/27	0	0	0	40	0	0
36.	Brackenhill Farm, Hamilton CGA Phase 2	Hamilton	South Lanarkshire Council	50	0	50	Y	2022/23	50	0	0	0	0	0
37.	Morris Street, Hamilton	Hamilton	South Lanarkshire Council	6	0	6	Y	2023/24	6	0	0	0	0	0
38.	Brackenhill Farm, Hamilton	Hamilton	South Lanarkshire Council	49	0	49	Y	2024/25	0	49	0	0	0	0
39.	Central Hamilton Site (2)	Hamilton	South Lanarkshire Council	30	0	30	Y	2028/29	0	0	0	0	0	30



				Units - Tenure					Unit Site Starts					
Ref	Project	Sub-Area	Developer	Council House Rent	Housing Association Rent	Total	Greener Standards	Approval Date	Pre - 2024/25	2024/25	2025/26	2026/27	2027/28	2028/29
40.	Larkhall CGA	Hamilton	South Lanarkshire Council	20	0	20	Y	2025/26	0	0	0	20	0	0
41.	Watson Street, Larkhall	Hamilton	South Lanarkshire Council	15	0	15	Y	2024/25	0	15	0	0	0	0
42.	Main Street, Blantyre	Hamilton	South Lanarkshire Council	12	0	12	Y	2023/24	12	0	0	0	0	0
43.	Tuphall Road, Hamilton	Hamilton	South Lanarkshire Council	10	0	10	Y	2024/25	0	0	10	0	0	0
44.	Woodfoot Road, Hamilton	Hamilton	South Lanarkshire Council	12	0	12	Y	2024/25	0	0	12	0	0	0
45.	Burnbank, Hamilton	Hamilton	South Lanarkshire Council	24	0	24	Y	2024/25	0	24	0	0	0	0
46.	Whitehill, Hamilton	Hamilton	South Lanarkshire Council	18	0	18	Y	2024/25	0	18	0	0	0	0
47.	Goremire Road, Carluke	Clydesdale	Link Group	0	81	81	Y	2024/25	0	81	0	0	0	0
48.	Braxfield Road/Hyndford Road	Clydesdale	Clyde Valley Housing Assoc. Ltd	0	39	39	Y	2021/22	39	0	0	0	0	0
49.	Ladyacre Road, Lanark	Clydesdale	West Of Scotland HA Ltd	0	39	39	N	2024/25	0	39	0	0	0	0
50.	Former St Mary's Hospital, Lanark	Clydesdale	Trust Housing Association Limited	0	78	78	Y	2023/24	78	0	0	0	0	0
51.	Market Road, Biggar	Clydesdale	South Lanarkshire/RSL	20	0	20	Y	2024/25	0	20	0	0	0	0
52.	Priory Avenue, Lesmahagow	Clydesdale	South Lanarkshire Council	19	0	19	Y	2025/26	0	0	19	0	0	0
53.	Bouverie Street, Rutherglen	Rutherglen and Cambuslang	South Lanarkshire/RSL	50	0	50	Y	2028/29	0	0	0	0	0	50
54.	Duchess Road, Rutherglen	Rutherglen and Cambuslang	South Lanarkshire Council	46	0	46	Y	2027/28	0	0	0	0	46	0
55.	Cairnswell Avenue, Cairns (Phase 3)	Rutherglen and Cambuslang	South Lanarkshire Council	44	0	44	Y	2023/24	44	0	0	0	0	0
56.	Shieldaig Drive, Rutherglen	Rutherglen and Cambuslang	South Lanarkshire Council	25	0	25	Y	2027/28	0	0	0	25	0	0
57.	Central Cambuslang Site	Rutherglen and Cambuslang	South Lanarkshire Council	12	0	12	Y	2028/29	0	0	0	0	0	12
58.	Fernbrae Avenue/Ryan Way, Rutherglen	Rutherglen and Cambuslang	South Lanarkshire Council	12	0	12	Y	2025/26	0	0	12	0	0	0
59.	Central Rutherglen Site	Rutherglen and Cambuslang	South Lanarkshire Council	12	0	12	Y	2028/29	0	0	0	12	0	0

				Units - Tenure					Unit Site Starts					
Ref	Project	Sub-Area	Developer	Council House Rent	Housing Association Rent	Total	Greener Standards	Approval Date	Pre - 2024/25	2024/25	2025/26	2026/27	2027/28	2028/29
60.	Rutherglen Town Centre	Rutherglen and Cambuslang	South Lanarkshire Council	40	0	40	Y	2024/25	0	40	0	0	0	0
61.	New Road, Cambuslang	Rutherglen and Cambuslang	South Lanarkshire/RSL	43	0	43	Y	2023/24	43	0	0	0	0	0
62.	Market Purchase Scheme (2024/2025)	n/a	South Lanarkshire Council	120	0	120	Y	2024/25	0	120	0	0	0	0
63.	Market Purchase Scheme (2025/2026)	n/a	South Lanarkshire Council	120	0	120	N	2025/26	0	0	120	0	0	0
64.	Market Purchase Scheme (2026/2027)	n/a	South Lanarkshire Council	120	0	120	N	2026/27	0	0	0	120	0	0
65.	Market Purchase Scheme (2027/2028)	n/a	South Lanarkshire Council	120	0	120	N	2027/28	0	0	0	0	120	0
66.	Market Purchase Scheme (2028/2029)	n/a	South Lanarkshire Council	120	0	120	N	2028/29	0	0	0	0	0	120
	<b>Total</b>			<b>1,781</b>	<b>661</b>	<b>2,442</b>			<b>640</b>	<b>782</b>	<b>363</b>	<b>242</b>	<b>191</b>	<b>224</b>

Table 2.1 - Housing infrastructure fund (hif) grant projects

					Affordable housing units directly provided by infrastructure funding – by estimated completion date					Market housing units directly provided by infrastructure funding – by estimated completion date					Hif grant funding required				
Project	Appli-cant	Current site owner	Brief description of works for which infra-structure funding is sought (provide work headings – do not insert “infrastructure works”)	Is project linked to direct provision of affordable housing?	23/24	24/25	25/26	Post 26/27	Affordable total over period	23/24	24/25	25/26	Post 26/27	Market total over plan over ship period	23/24	24/25	25/26	Post 26/27	Total hif grant fund-ing required
NIL return																			
Total					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Table 2.2 - Housing infrastructure fund (hif) loan projects

					Affordable housing units directly provided by infrastructure funding – by estimated completion date					Market housing units directly provided by infrastructure funding – by estimated completion date					Hif loan funding required				
Project	Appli-cant	Current site owner	Brief description of works for which infra-structure funding is sought (provide work headings – do not insert “infrastructure works”)	Is projec– linked to direct provision of affordable housing?	23/24	24/25	25/26	Post 26/27	Affordable total over period	23/24	24/25	25/26	Post 26/27	Market total over plan over ship period	23/24	24/25	25/26	Post 26/27	Total hif loan funding required
NIL return																			
Total					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Table 3 - Potential Hif affordable

			Units - tenure				Units - type				Greener stand-ards	Ap-proval date	Unit site starts					Units - completions					SG AHSP funding requirement (£0.000m)					
Pro-ject	Sub-area	Devel-oper	So-cial rent	Mid mar-ket rent	LCHO Im-prove-ment for sale	Total units	GN	Spe-cialist Provi-sion	Type of spe-cialist partic-ular need (if known)	Total units by type	Enter Y or N	Finan-cial year (esti-mated or ac-tual)	23/24	24/25	25/26	Post 26/27	Total site starts over pe-riod of SHIP	23/24	24/25	25/26	Post 26/27	Total comple-tions over SHIP period	23/24	24/25	25/26	Post 26/27	Total AHSP fund-ing re-quired over SHIP period	
NIL return																												

Table 4 - Affordable housing projects funded or supported by sources other than the RPA/TMDF budget

					Approval date						Unit completions						Non SG funding total	Other non-AHSP SG funding (if applicable)	Total funding	
Project address	Sub-area	Developer	Funding support source	Financial Year (actual or estimated)	2023/24	2024/25	2025/26	2026/27	2027/28		Total site starts	2023/24	2024/25	2025/26	2026/27		2027/28	Total unit completions	£0.000m	£0.000m
NIL return						0	0	0	0	0		0	0	0	0	0				
Total						0	0	0	0	0		0	0	0	0	0				

Table 5.1 - Council tax on second and empty homes (£0.000m)

Year	Tax raised or in hand	Tax used to sup-port affordable housing	Tax carried forward to subsequent years
2017/18	£0.42	£0.42	0
2018/19	£0.46	£0.46	0
2019/20	£0.46	£0.46	0
2020/21	£0.47	£0.47	0
2021/22	£0.54	£0.54	0
2022/23	£0.65	£0.65	0

**Table 5.2 - Developer contributions (£0.000m)**

<b>Year</b>	<b>Sum raised or in hand</b>	<b>Sum used to assist housing</b>	<b>Sum carried forward to subsequent years</b>
<b>2017/18</b>	<b>£0.71</b>	<b>£0.45</b>	<b>£0.30</b>
<b>2018/19</b>	<b>£1.19</b>	<b>£0.71</b>	<b>£0.48</b>
<b>2019/20</b>	<b>£2.54</b>	<b>£1.66</b>	<b>£0.88</b>
<b>2020/21</b>	<b>£1.44</b>	<b>£0.44</b>	<b>£1.06</b>
<b>2021/22</b>	<b>£2.40</b>	<b>£1.34</b>	<b>£1.06</b>
<b>2022/23</b>	<b>£2.39</b>	<b>£0.29</b>	<b>£2.03</b>

# Report

9

Report to: **Housing and Technical Resources Committee**  
 Date of Meeting: **8 November 2023**  
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Policy and Strategy Review Schedule**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek approval for the policy and strategy review schedule for Housing and Technical Resources

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the policy and strategy review schedule, attached at Appendix 1, be approved; and
- (2) that the outcome of policy and strategy reviews be reported to future Committees, in line with the schedule

## 3. Background

- 3.1. To support ongoing and systematic service improvement processes, a formal policy and strategy review schedule was established in 2011. The schedule is reviewed on an annual basis and reported to Housing and Technical Resources Committee. The last updated policy and strategy review schedule was presented to Committee on 14 December 2022.
- 3.2. The policy and strategy review schedule assists annual service planning by providing a clear timeframe for the formal review of all key housing policies and strategies. The review schedule also informs the development of the annual work plan for customer involvement. This provides a basis for the Council to ensure that its statutory obligations in relation to engagement, participation and consultation takes place with service users to help inform and influence housing policy and service delivery.
- 3.3. This report seeks approval for an updated policy and strategy review schedule. The updated schedule reflects changes in the local and national policy context including legislative and regulatory changes. Within the revised schedule, certain review dates have been revised to take account of the work underway within the Resource to introduce a new Housing and Property Management system and the associated demands placed on staff resources.

## 4. Outline of the Policy and Strategy Review Schedule

- 4.1. The policy and strategy review schedule, attached as Appendix 1, sets out:-
- ◆ details of housing policies and strategies
  - ◆ the frequency of reviews
  - ◆ when the reviews are next scheduled to take place

- 4.2. As part of the policy and strategy review process, associated procedures and protocols which support the delivery of services are also considered and reviewed as appropriate. This ensures that scope for service improvements is also considered as part of the review process.
- 4.3. The scope of the policy/strategy areas covered by the schedule is consistent with the key service areas identified by the Scottish Housing Regulator's regulatory framework. In summary these are:-
- ◆ allocation of housing
  - ◆ rent management
  - ◆ tenancy and estate management services
  - ◆ repairs, maintenance and improvement
  - ◆ services provided at council managed Gypsy/Traveller sites
  - ◆ tenant participation
  - ◆ homelessness
- 4.4. In addition to the areas noted at 4.3, the review also incorporates key housing and other strategies which the Resource has lead responsibility for within the Council.

## **5. Next Steps**

- 5.1. The schedule will inform the next round of Resource and Service Plans for 2024/2025 and will be used to establish a joint programme for customer engagement and scrutiny, a key objective within the Customer Involvement Strategy.
- 5.2. The proposed frequency of review is considered appropriate to the individual policy or strategy area. In some circumstances, linked to legislative or regulatory changes, there may be a requirement for a policy or strategy to be revised within a scheduled period. An updated schedule will be presented to Housing and Technical Resources Committee on an annual basis which will advise of progress and any amendments to the schedule.
- 5.3. Housing and Technical Resources Committee will continue to be updated fully and separately in relation to the development of the specific policies and strategies contained within the schedule.

## **6. Employee Implications**

- 6.1. There are no employee implications associated with this report.

## **7. Financial Implications**

- 7.1. There are no financial implications associated with this report.

## **8. Climate Change, Sustainability and Environmental Implications**

- 8.1. This report does not introduce a new policy, function or strategy which impacts on the natural environment, climate change or sustainability.

## **9. Other Implications**

- 9.1. The content of this report will contribute to the evidence to support the requirements of the Annual Assurance Statement to the Scottish Housing Regulator.

## **10. Equality Impact Assessment and Consultation Arrangements**

- 10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

- 10.2. On an ongoing basis, discussions take place with customer representatives on the future programme for customer engagement. These discussions are reflected in the proposed schedule. The schedule provides a basis for discussion with customers and other service users to facilitate planning for future service delivery.

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

18 October 2023

**Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ We will work to put people first and reduce inequality
- ◆ We will work to recover, progress and improve
- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities

**Previous References**

- ◆ Policy and Strategy Review Schedule, Housing and Technical Resources Committee, 14 December 2022

**List of Background Papers**

- ◆ None

**Contact for Further Information**

If you require further information, please contact:-

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## Appendix 1: Policy and Strategy Review Schedule

Strategy and Policy		Review frequency	Date of next review
1.	Rapid Rehousing Transition Plan	Annually	2024/2025
2.	Strategic Housing Investment Plan (SHIP)	Annually	2024/2025
3.	Repairs Policy	5 yearly	2024/2025
4.	Home Improve/Scheme of Assistance	5 yearly	2024/2025
5.	Housing Allocation Policy	5 yearly	2025/2026
6.	Gypsy/Travellers Pitch Allocation Policy	5 yearly	2025/2026
7.	Rent Management Policy	5 yearly	2026/2027
8.	Tenancy and Estate Management Policy	5 yearly	2026/2027
9.	Anti-social Behaviour Policy	5 yearly	2027/2028
10.	Local Housing Strategy	5 yearly	2027/2028
11.	Customer Involvement Strategy	5 yearly	2028/2029
12.	Anti-social Behaviour Strategy	5 yearly	2028/2029



# Report

**10**

Report to: **Housing and Technical Resources Committee**  
 Date of Meeting: **8 November 2023**  
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Laundry Facilities – Introduction of Charging 2024/2025**

## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ◆ set out proposals for the introduction of laundry charges across relevant high rise flats from 1 April 2024

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the introduction of laundry charges, on the basis set out at section 4 below, from 1 April 2024, be approved; and
- (2) a programme of engagement with tenants and residents is undertaken on the introduction of charging, be noted

## **3. Background**

3.1. South Lanarkshire Council owns a total of 21 high rise blocks in East Kilbride, Hamilton and Cambuslang. Laundry facilities to tenants and residents are available within 9 high rise blocks and 1 low rise block of flats. These include washing machines, spinners and driers. In East Kilbride, 3 blocks have laundry facilities and these currently have a charging facility with a nominal fee. Whereas in Hamilton and Cambuslang, 6 high rise and 1 low rise block have similar laundry facilities, however, in the past, these have been free to use by tenants and residents. The remaining 12 high rise blocks have no laundry facilities.

3.2. The current charges within East Kilbride are £0.80 for a wash cycle and £0.10 for a 10 minute dry cycle.

3.3. Given that charging arrangements are not consistent across high rise blocks, an appraisal was undertaken which identified a need to introduce a standardised charging arrangement for this service. This would address the inequity of the current position in East Kilbride and also service wide, whereby the cost of the service is borne across all council tenants rather than by those directly using the service.

## **4. Charging Proposals**

4.1. Standardising charges for washing and drying facilities will generate income to the Council to meet the significant and increasing, costs of equipment, electricity, maintenance and ad-hoc repairs. The proposed level of charge has been developed to reflect the costs associated with the use and maintenance of the equipment. The introduction of charging is only applicable to those blocks with existing laundry facilities.

- 4.2. As detailed in Table 1, indicative charges have been estimated at £0.92 for a wash cycle and £1.76 for a dry cycle. The proposed charges are based on current financial projections and include a 30% ad hoc repair uplift. As detailed at 3.4, following the outcome of the tender for the replacement and upgrade of existing equipment, there may be a slight increase in charges depending on future maintenance contract costs. Table 2 provides details on the estimated income that will be generated from 2 charging options to allow for any variance in expected charges.
- 4.3. In benchmarking this service with 3 local laundrettes, the comparison shows that the proposed increase in costs is still extremely competitive. As electricity costs and some maintenance costs are already incurred by the Council, the proposal will result in additional income being generated.

**Table 1: Benchmarking Comparison**

Per single use	Current SLC Charge	Proposed SLC Charge (per cycle)	Laundrette 1	Laundrette 2	Laundrette 3 (24hr)
Tumble Dryer	£0.10/10m	£1.76	£4.00	£7.50	£8.00
Washing Machine	£0.80	£0.92	£4.50	£4.50	£4.00

- 4.4. Table 2 below sets out the estimated annual income based on the 2 charging options (minus the current annual income of £10,000 generated in East Kilbride). These calculations are based on the predicted daily usage of the equipment during the financial year as well as annual maintenance and running costs.

**Table 2: Estimated Annual Income**

Machine Type	Option 1 Per Cycle Charge	Option 1 Income	Option 2 Per Cycle Charge	Option 2 Income
Tumble Dryer	£1.76	£130,805	£1.80	£134,028
Washing Machine	£0.92	£138,622	£1.00	£151,110
Current Income		-£10,000		-£10,000
<b>Total</b>		<b>£259,428</b>		<b>£275,138</b>

## **5. Next Steps**

- 5.1. Following Committee approval, a programme of engagement with those tenants and residents affected will be undertaken prior to the introduction of charging from 1 April 2024.

## **6. Employee Implications**

- 6.1. There are no employee implications contained within this report.

## **7. Financial Implications**

- 7.1. As the service will be self-funded, the potential income stream is detailed in Table 2.

## **8. Climate Change, Sustainability and Environmental Implications**

- 8.1. At present, no specific implications under climate change or the Sustainable Procurement Duty have been identified for this opportunity assessment recommended in this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. As this report introduces a new charging policy, an impact assessment has been carried out. The assessment is that the proposals do not have any adverse impact on any of the protected characteristics groups. As detailed at 5.1, formal consultation is underway with tenants and residents living in those high rise blocks and sheltered housing developments subject to the introduction of charging.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

18 October 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable
- ◆ We will work to put people first and reduce inequality
- ◆ We will work towards a sustainable future in sustainable places
- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities

### **Previous References**

- ◆ None

### **List of Background Papers**

- ◆ None

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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# Report

**11**

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Housing &amp; Technical Resources)</b>

Subject:	<b>Acquisition of 6 Houses at Tenter Place and Lampmaker Drive, Hamilton</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ◆ request approval to acquire 6 houses at Tenter Place and Lampmaker Drive, Hamilton, from Lovell Homes

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that 6 houses at Tenter Place and Lampmaker Drive, Hamilton, be acquired from Lovell Homes for the total sum of £1,306,000, exclusive of VAT, for addition to the Council's housing stock; and
- (2) that the Executive Director (Housing and Technical Resources), in conjunction with the Head of Administration and Legal Services, be authorised to conclude all other matters pertaining to the acquisition of the properties and to enter into the necessary legal agreements on terms which are in the best interests of the Council

## **3. Background**

- 3.1. A report to the Executive Committee on 30 November 2022 approved the revised Council Housing Supply Programme target of 1,300 additional homes to increase the total number of council homes in South Lanarkshire by March 2027. It was noted within the report that this would be achieved through a flexible combination of new homes, built on behalf of the Council on existing Council owned land, new homes purchased 'off the shelf' from housing developers and the acquisition of suitable existing homes.
- 3.2. Through the ongoing redevelopment of the former Philips factory site at Wellhall Road, Hamilton, Lovell Homes is building a total of 163 houses. As part of the Section 75 Planning Agreement for this development, Lovell Homes is providing 40 houses to the Council, through a Turnkey arrangement.
- 3.3. An opportunity has arisen for the Council to acquire an additional 6 'off the shelf' units within the current calendar year. The houses comprise four, 3-bedroom semi-detached and two, 3-bedroom townhouses. These units help increase supply and meet housing need in a high pressure area. The Council is already acquiring units within the development as part of the Section 75 Agreement. Therefore, there will be an existing management presence within the immediate locality.

3.4. The properties have been assessed as being in an area of housing need and the properties are of a size and type that the Council has demand for. The acquisitions present the Council with an opportunity to deliver additional housing more quickly than through our ongoing new build programme as planning consent has already been granted and development is nearing completion. It should be noted that the proposed acquisition of the 6 units is an entirely separate transaction from the previous transaction for 40 houses which are being acquired pursuant to planning obligations in the Section 75 Agreement.

3.5. The acquisitions will be eligible for Scottish Government Affordable Housing Grant funding and an assessment of the market value of the houses confirms that the proposed price represents good value for money.

#### **4. Proposal**

4.1. It is, therefore, proposed to acquire the 6 properties at Tenter Place and Lampmaker Drive, Hamilton, from Lovell Homes subject to the following principal conditions:-

- ◆ the purchase price to be the sum of £1,306,000, exclusive of VAT, which will be payable on the date of entry
- ◆ the date of entry to be upon completion
- ◆ each party will be responsible for their own legal fees

#### **5. Employee Implications**

5.1. There are no employee implications.

#### **6. Financial Implications**

6.1. Acquisition of the properties will be funded from the Housing Revenue Account capital programme and will be eligible for Scottish Government Affordable Housing grant funding which will reduce the overall cost to the Council.

6.2. The proposed purchase price for each unit type compares favourably with the asking prices of the same house types within the development and prices of similar new properties on the open market.

6.3. The purchase of the properties will be treated as a single transaction which results in a saving on the Land and Building Transaction Tax (LBTT).

#### **7. Climate Change, Sustainability and Environmental Implications**

7.1. There are no climate change, sustainability or environmental implications in terms of the information contained within the report.

#### **8. Other Implications**

8.1. If the proposal did not proceed there would be implications on the supply of affordable housing within the area.

8.2. It is a condition of the agreement that proposed transaction is concluded within the current financial year and if this is not achieved, the opportunity to acquire the houses at the agreed value would be lost.

#### **9. Equality Impact Assessment and Consultation Arrangements**

9.1. All necessary consultations with Housing and Legal Services have taken place and they are supportive of the proposal.

- 9.2. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.

**Stephen Gibson**  
**Executive Director (Housing and Technical Resources)**

11 October 2023

**Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent
- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities

**Previous References**

- ◆ Executive Committee 30 November 2022 – SLC Housing Supply Target

**List of Background Papers**

- ◆ None

**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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# Report

12

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director, Housing and Technical Resources</b>

Subject:	<b>Annual Report – Mainstreaming Equality and Diversity within Housing and Technical Resources</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an overview of progress made in relation to mainstreaming equalities within Housing and Technical Resources during 2022/2023; and
- ◆ highlight the key actions to be progressed during 2023/2024

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the progress made during 2022/2023 and key actions for 2023/2024 in relation to mainstreaming equalities, detailed in appendices 1 and 2, be noted

## 3. Background

- 3.1. The Housing and Technical Resources Equality and Diversity Co-ordinating Group has oversight of progress made in relation to the equality and diversity work plan, supporting a consistent approach to mainstreaming equality and diversity across the Resource.
- 3.2. The range of work being carried out across the Resource, in relation to mainstreaming equality and diversity, is reported on an annual basis, with the last annual report for 2021/2022 presented to Housing and Technical Resources Committee on 14 December 2022.
- 3.3. This report provides details of the activities progressed during 2022/2023 and sets out the key priorities to be progressed during 2023/2024.

## 4. National and Local Policy Developments

### 4.1. New Housing Bill for Scotland

On 5 September 2023, the First Minister made a statement to Parliament outlining this year's Programme for Government. The Programme includes a new Housing Bill, to be introduced by the end of the current parliamentary year (2023/2024), which will begin to deliver on specific actions set out in Housing to 2040 and the subsequent draft rented sector strategy, 'A New Deal for Tenants'.

It is intended that the Bill will seek to deliver on a number of key housing-related commitments including:-

- ◆ providing stronger rights for tenants, greater protection from eviction and a national system of rent controls for the private rented sector
- ◆ placing a new requirement for all social landlords to have a domestic abuse policy in place; and
- ◆ introducing a new duty applicable to a range of public bodies which will require them to take specific actions to reduce the risk of homelessness

The Resource will closely monitor developments in relation to the new Housing Bill and ensure a timely and appropriate response to the anticipated new requirements.

#### 4.2. Public Sector Equality Duty

The Public Sector Equality Duty requires Scottish local authorities to set out Equality Outcomes to address human rights and inequalities at 4-yearly intervals. The Council's current Equality Outcomes cover the period 2021 to 2025, with progress against these published at the mid-point interval.

Housing and Technical Resources headline Equality Outcome is 'Prevent homelessness occurring and significantly reduce homelessness', with specific actions identified which align to the Rapid Rehousing Transition Plan (RRTP) 2019 to 2024 and the new Local Housing Strategy 2022 to 2027.

To inform the Council's mid-point report on progress of the Equality Outcomes for the 2-year period to the end of March 2023, the Resource updated on various measures under the 'Prevent homelessness occurring and significantly reduce homelessness' outcome. The report detailing progress the Council has made in relation to meeting its equality outcomes and mainstreaming equalities into the organisation, was presented to Executive Committee on 21 June 2023.

The full mainstreaming equalities progress report for the period 2021 to 2023 has been published on the Council's website.

#### 4.3. Equality Impact Assessment and the Fairer Scotland Duty

The Resource continues to undertake Equality Impact and Fairer Scotland Duty assessments against new or revised policies and strategies as a means of mitigating inequalities.

During 2022/2023, the Resource continued to work with the Corporate Equality and Diversity Working Group to develop an integrated approach to Equality Impact Assessment and the Fairer Scotland Duty. The proposed new approach will also consider human rights, children's rights and climate change as part of policy development processes. It is anticipated that the new integrated impact assessment will be implemented during 2023/2024.

### 5. **Key Areas of Progress 2022/2023**

#### 5.1. Key highlights in relation to mainstreaming equalities for Housing and Technical Resources during 2022/2023 include:-

- ◆ 233 homes were delivered through the Home+ affordable housing supply programme, with a continued focus on ensuring homes are accessible and can meet a variety of current and future needs. Of the new council homes delivered, 47 (27%) were wheelchair accessible, exceeding the 10% target set

- ◆ continued investment in the Council's 2 Gypsy/Traveller sites to ensure delivery of the site masterplans, developed in consultation with site residents. Following installation of the new community facility at the Shawlands Crescent site in 2022, a range of services continues to utilise the facility, with education classes and health clinics taking place on a regular basis alongside a resident run youth club. In addition, the Council worked with the Residents Association to encourage involvement of males from the community in decision-making processes. This led to Scotland's first men's Gypsy/Traveller Group meeting held with the Council and the agenda set by the male residents
- ◆ delivery of year 4 of the RRTP which saw the Resource and its' housing and homelessness partners continue to work together in challenging circumstances to prevent and reduce homelessness and limit the time people experiencing homelessness spend in temporary accommodation. This included continuation of the positive Personal Housing Planning approach for vulnerable groups including women experiencing domestic abuse, care leavers and those leaving prison and the further development of Housing First, with a total of 36 households now supported through the programme
- ◆ continued partnership working with the South Lanarkshire Access Panel and Disability Partnership Housing Sub-Group on the accessibility aspects of key housing policies and strategies, with both groups providing valuable feedback to inform the finalised version of the Local Housing Strategy 2022 to 2027
- ◆ the development of services for sheltered housing tenants including implementing technology enabled care and falls prevention initiatives, supporting digital inclusion for sheltered tenants and the continued implementation of the Chartered Institute of Housing's Housing and Dementia Framework to better support tenants who are living with dementia
- ◆ following the publication of findings of the Independent Care Review in 2020, the Resource has continued to work in partnership with other key agencies, including the South Lanarkshire Child Protection Committee and homelessness partners, to modernise the care system and deliver the objectives of 'The Promise Scotland'. The Promise aims to ensure that care experienced children and young people grow up loved, safe and respected with better life chances as they progress into adulthood

5.2. Full details of these areas and other areas of work progressed by the Resource, in relation to mainstreaming equalities during 2022/2023, can be found in Appendix 1.

## **6. Consultation, Engagement and Customer Feedback**

6.1. As part of the Resource's annual consultation programme and in addition to the broader programme of engagement, officers continue to work closely with a range of equalities groups and stakeholders including:-

- ◆ Disability Partnership Housing Sub-Group
- ◆ South Lanarkshire Access Panel
- ◆ residents of the Council's 2 Gypsy/Travellers sites
- ◆ sheltered housing tenants
- ◆ people with lived experience of homelessness
- ◆ care-experienced young people
- ◆ Seniors Together South Lanarkshire

- ◆ Violence Against Women and Girls Strategic Partnership
- ◆ South Lanarkshire Autism Strategy Group
- ◆ See Hear Strategic Working Group
- ◆ Financial Inclusion Network Digital Inclusion Sub-Group
- ◆ South Lanarkshire Youth Council
- ◆ Bord-na-Gaidhlig

During 2022/2023, these groups and stakeholders were instrumental in contributing to the development of key strategic areas of work including the review and development of the new Local Housing Strategy 2022 to 2027.

## **7. Complaints**

- 7.1. During 2022/2023, there were no complaints recorded by the Resource under the Equalities category.

## **8. Employee Learning and Development**

- 8.1. Across the Resource, 598 employees participated in equality and diversity related learning and development activities during 2022/2023 including:-

- ◆ Equality and Diversity Awareness
- ◆ Unconscious Bias
- ◆ Marriage and Civil Partnership
- ◆ Race Discrimination
- ◆ Age Discrimination
- ◆ Communicating with people who are deaf
- ◆ Disability Module
- ◆ Forced Marriage
- ◆ Transgender awareness

This programme of equalities training will continue to be rolled out by Employee Development on an ongoing basis. Specific training for Housing and Technical Resources staff will also be identified by the Resource and delivered as required.

## **9. Equality and Diversity Reporting Framework**

- 9.1. On an annual basis, the Resource reports the range of work and activities being progressed to support mainstreaming equality to key groups/stakeholders including:-

- ◆ Resource Management Team
- ◆ Parent Joint Consultative Council
- ◆ Housing and Technical Resources Committee
- ◆ Equal Opportunities Forum

## **10. Key Priorities for 2023/2024**

- 10.1. The Resource Equality and Diversity Co-ordinating Group will continue to oversee the work in relation to mainstreaming equality across Housing and Technical Resources during 2023/2024.

- 10.2. Key priorities for the Resource during 2023/2024 will include:-

- ◆ ensuring that the new IT system is developed to appropriately collect and report equalities information

- ◆ tracking progress of the new Human Rights Bill scheduled to be brought to the Scottish Parliament before the end of the current parliamentary session 2021 to 2026, ensuring appropriate consideration of implications for the Resource
- ◆ responding to local and national developments by reviewing housing policies and strategies, with a specific focus on equalities and human rights, to ensure they continue to meet current and future priority objectives
- ◆ continuing to deliver a range of housing solutions to meet a wide variety of needs
- ◆ delivering year 5 of the RRTP to mitigate homelessness and respond to the challenges of an ongoing changing environment
- ◆ continuing to support the programmes of refugee resettlement and asylum dispersal within South Lanarkshire

10.3. Full details of key priorities to be taken forward during 2023/2024 are detailed in Appendix 2.

## **11. Next Steps**

11.1. During 2023/2024, in line with the agreed reporting schedule, an annual update will be reported to the groups/stakeholders detailed at 9.1 above.

## **12. Employee Implications**

12.1. There are no employee implications associated with this report.

## **13. Financial Implications**

13.1. There are no financial implications associated with this report.

## **14. Climate Change, Sustainability and Environmental Implications**

14.1. This report does not introduce a new policy, function or strategy which impacts on the natural environment, climate change or sustainability.

## **15. Other Implications**

15.1. There is a risk to South Lanarkshire Council should the Resource not comply with the relevant equalities' duty and legislation.

## **16. Equality Impact Assessment and Consultation Arrangements**

16.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment or formal consultation is required.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

10 October 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Focused on people and their needs
- ◆ Working with and respecting others
- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable
- ◆ We will work to put people first and reduce inequality
- ◆ We will work towards a sustainable future in sustainable places
- ◆ We will work to recover, progress and improve

- ◆ Our children and young people thrive
- ◆ Good quality, suitable and sustainable places to live
- ◆ Caring, connected, sustainable communities
- ◆ People live the healthiest lives possible

### **Previous References**

- ◆ Annual Report - Mainstreaming Equality and Diversity within Housing and Technical Resources, Housing and Technical Resources Committee, 14 December 2022
- ◆ Executive Committee - 21 June 2023

### **List of Background Papers**

- ◆ Housing to 2040 (The Scottish Government – March 2021)
- ◆ South Lanarkshire Council Equality Outcomes 2021 to 2025
- ◆ South Lanarkshire Council Local Housing Strategy 2022 to 2027
- ◆ South Lanarkshire Rapid Rehousing Transition Plan 2019 to 2024

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

Cameron Mitchell, Strategy and Support Manager

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## APPENDIX 1

<b>KEY AREAS OF PROGRESS 2022/23</b>
<b>Home+ Affordable Housing Supply Programme</b>
During 2022/23, a total of 233 additional affordable homes for social rent were delivered by the council. This included 176 new build homes and 57 properties bought through the council's Open Market Purchase scheme. In delivering the new build housing programme, the Resource delivered 47 wheelchair accessible homes, which accounted for 27% of all new build homes delivered, exceeding the 10% target set within the Local Housing Strategy 2022-27.
<b>Adaptations Programme</b>
During 2022/23, a total of 1,924 homes were adapted to support people with health conditions or disabilities to continue to live independently within their own homes, without the need for rehousing or moving to a care setting. The Resource completed 1,266 adaptations to council properties and a further 658 adaptations were completed in private homes through grant funding provided through the Scheme of Assistance.  This represents a 27% increase in the total number of homes adapted when compared with 2021/22.
<b>Accessibility</b>
During 2022/23, the Resource continued to work in partnership with the South Lanarkshire Access Panel and Disability Partnership Housing Sub-Group. A key aspect of this was working in consultation with both groups on the accessibility aspects of key housing policies and strategies, with both groups providing valuable feedback to inform the finalised version of the Local Housing Strategy 2022-27.
<b>Equality Impact Assessment and the Fairer Scotland Duty</b>
During 2022/23, the Resource continued to undertake Equality Impact and Fairer Scotland Duty assessments for new and revised policies and strategies as a means of mitigating inequalities.
<b>Housing and Homelessness</b>
The fourth annual review of the RRTP was undertaken during 2022/23 and was reported to Housing and Technical Resources Committee in August 2023. The review highlighted the changing environment in which partners operate, not least the spike in homelessness which has occurred nationally and locally, the cost-of-living crisis and wider increasing demand and pressures in the housing system, including from humanitarian programmes. Despite these challenges, the review noted that significant progress had been made in the fourth year of the plan with key highlights including: <ul style="list-style-type: none"> <li>the continued strong focus on partnership working to deliver homelessness prevention and tenancy sustainment services;</li> <li>close partnership working to develop and progress specific 'Directions' within the Strategic Commissioning Plan 2022-25. Progress made over last year includes positive partnership with the Community Links health team and an information sharing arrangement with the National Health Service enabling data trend analysis to understand links between health and homelessness data with a view to aiding preventative activity;</li> </ul>

- a continued focus on early detection of housing risk factors and interventions to prevent homelessness where possible through the Integrated Housing Options model. Despite an increase in the demand for the service, 65% of advice cases were closed with support being provided preventing homelessness from occurring;
- a 65% reduction in long term homelessness from 120 in 2019/20, 56 in 2020/21, 42 in 2021/22 and 40 in 2022/23;
- an increase in the number of temporary tenancies which were ‘flipped’ to a Scottish Secure Tenancy, providing the homeless household with a permanent home, and avoiding the need for the disruption of further moves. A total of 105 tenancies have been flipped since 2019/20;
- the further development of Housing First, with a total of 36 households now supported through the programme;
- The continuation of the positive Personal Housing Planning approach for vulnerable groups including women experiencing domestic abuse, care leavers and people leaving prison.

### **Refugee Resettlement Programme**

Since December 2015 to the end of March 2023, 59 families (210 individuals) have been settled across South Lanarkshire through the UK Refugee and Afghan resettlement programmes supported by specialist Support Officers from the Refugee Resettlement Team.

Since the start of the Russian invasion of Ukraine in March 2022, over 800 individuals have been supported in four hotels in South Lanarkshire as part of the Scottish Government’s Super Sponsor Scheme. The Refugee Resettlement Team also resettled 79 families (203 individuals) in communities across South Lanarkshire and over 215 guests have been welcomed by 120 hosts through the Homes for Ukraine Scheme. A further 160 individuals have been supported in interim accommodation as a move on option from hotel provision.

The Resettlement Team continues to work closely with Youth, Family and Community Learning Officers (ESOL) within Education Resources, enabling individuals to access opportunities, positively engage with employers, communities and develop English language skills.

### **Asylum Dispersal**

During 2022/23, the Resource worked with a range of internal and external partners to support the implementation of the UK Government’s programme to widen dispersal of asylum seekers. This work included ensuring the council is represented at national meetings and contributes effectively to ongoing discussions and liaison with the UK Government’s Asylum Accommodation and Support Provider and other agencies, in the identification of suitable accommodation options within South Lanarkshire.

### **Gypsy/Travellers**

Throughout 2022/23, the Resource has continued to ensure the appropriate provision of services provided to residents of South Lanarkshire Council’s two Gypsy/Traveller sites.

This includes the latest phase of the resident-led site masterplans, delivering projects prioritised by residents to make significant improvements to accommodation and communal facilities on both sites. In 2022/23, investment of over £1.2million from both the council’s Housing Revenue Account and Scottish Government has resulted in the successful delivery of extended amenity units, providing additional living space and upgraded utilities, including street lighting and sewage systems.



Following on from the installation of the new resident managed community facility at the Shawlands Crescent site in 2022, services continue to utilise the community facility, with education classes and health clinics taking place on a regular basis alongside the resident run youth club. New outdoor seating areas have been installed to provide additional meeting and social spaces.

In addition, the council has worked with the Residents Association to encourage the involvement of male residents in decision-making processes. This has led to Scotland's first men's Gypsy/Traveller group meeting held with the council and with the agenda set by the male residents.

### **Sheltered Housing Tenants**

During 2022/23, the Resource continued to support digital inclusion for sheltered tenants, with a further 14 digital devices with data supplied for communal tenant use following a successful funding bid. To augment this work, six volunteer Digital Champions were recruited from within existing sheltered housing staff to provide ongoing digital support and promote connectivity for tenants.

The sheltered housing service also worked in partnership with a NHSL Older People's Consultant to promote anticipatory care modelling and falls prevention initiatives for sheltered tenants.

### **Support to Care Experienced Children and Young People**

To support the objectives of The Promise, during 2022/23 the Resource worked in partnership to implement a number of initiatives to prevent where possible, children and young people entering the care system, and to better support children and young people experiencing care. This included:

- Breaking the Cycle team continuing to support families with children to sustain tenancies, maximise opportunities in relation to income and support networks and providing advice and assistance to young carers.
- Introduction of the Wellbeing Web recording and monitoring housing support tool which measures positive steps taken by young people through the provision of support services.
- Undertaking a review of the Throughcare joint protocol which will be implemented in 2023/24.

### **Support to Victims of Domestic Abuse**

The Resource has a well-established person-centred housing pathway approach for people experiencing domestic abuse. The pathway considers options to support victims that can include agency support and safety planning to remain in their current accommodation or provision of housing advice, should they wish to move to a different location.

During 2022/23, a total of 17 victims were supported through housing pathways.

### **South Lanarkshire Autism Strategy**

During 2022/23, the Resource worked in partnership with the council's Autism Strategy Group to support delivery of the South Lanarkshire Autism Action Plan to help improve services for children and adults who have autism.

This work assisted the Resource to better understand the housing and support needs of people with autism and to tailor services appropriately. This included assisting service users with autism to secure more suitable and sustainable housing.

**Digital Inclusion**

During 2022/23 and building on the earlier success of Connecting Scotland, a successful bid was made to the Lintel Trust's Community Benefit Fund, which enabled a further 14 digital devices with data to be supplied for use within sheltered housing communal spaces.

The sheltered housing service is supported by six Digital Champions who work with tenants to enhance skills, maximise digital capacity and facilitate access to online services.

**Translation and Interpretation Services**

The Resource continues to provide a range of translation (written) and interpretation (verbal) services to customers with specific communication requirements, including sign language provision. These services have helped to make housing services more inclusive for people whose first language is not English.

Specifically, during 2022/23, the Resource provided the sheltered housing newsletter in audio format for tenants who are blind or visually impaired.

**Gaelic Language Plan**

During 2022/23, the Resource supported delivery of the council's Gaelic Language Plan by publishing the Executive Summary of the 2022-27 Local Housing Strategy in Gaelic.

## APPENDIX 2

<b>KEY PRIORITIES FOR 2023/24</b>
<b>Home+ Affordable Housing Supply Programme</b>
Continue to implement the Home+ affordable housing supply programme, to support the delivery of additional and affordable homes, whilst delivering the revised target of 10% for fully wheelchair accessible homes.
<b>Adaptations Programme</b>
Continue to implement the adaptations programme in both council and private homes to support independent living for older people and those with disabilities.
<b>Accessibility</b>
Continue to work in partnership with the South Lanarkshire Access Panel and Disability Partnership Housing Sub-Group to ensure that council homes and public buildings remain accessible to meet a variety of needs.  During 2023/24, both groups will undertake a visit to the mixed tenure housing development at Wellhall Road, Hamilton to review accessibility standards.
<b>New Housing Bill</b>
Consider implications and respond to requirements arising from the publication of the new Housing Bill, expected to be published in late 2023.
<b>Human Rights Bill for Scotland</b>
Monitor progress of and contribute to consultation to inform the development of the Human Rights Bill for Scotland. The Bill is expected to be brought to the Scottish Parliament before the end of the current parliamentary session 2021-26.
<b>Equality Impact Assessment and the Fairer Scotland Duty</b>
Continue to implement Equality Impact and Fairer Scotland Duty assessments to new and revised policies and strategies, whilst continuing to work with the Corporate Equalities group to develop the integrated impact assessment due for implementation during 2023/24.
<b>Consultation and Engagement</b>
Continue the programme of consultation and engagement with a range of equality groups to help shape housing services and practice and ensure that they remain inclusive for everyone.
<b>Learning and Development</b>
Continue to provide equalities-based learning and development opportunities for employees and to reflect current priorities.
<b>Housing and Homelessness</b>
Delivery of year five of the Rapid Rehousing Transition Plan.
<b>Refugee Resettlement Programme</b>
Continue to contribute to the UK Refugee Resettlement Programme and support the Homes for Ukraine scheme.

<b>Asylum Dispersal</b>
Working in partnership, support the implementation of the dispersal in South Lanarkshire.
<b>Gypsy/Travellers</b>
Continue to engage with Gypsy / Travellers to deliver the 2023/24 site masterplan priorities including the extension of the remaining amenity units, landscaping enhancements and two new play areas designed by children currently living on the sites.
<b>Sheltered Housing Tenants</b>
Continue to take forward a range of initiatives to improve services and support independent living for sheltered tenants.
<b>Support to Care Experienced Children and Young People</b>
Continue to work in partnership with other agencies to deliver the aims and objectives of 'The Promise', including implementation of the revised Throughcare joint protocol, to improve outcomes for care experienced children and young people.
<b>South Lanarkshire Autism Strategy</b>
Working in partnership with the Autism Resources Co-ordination Hub, deliver bespoke autism awareness-raising sessions to Housing and Property Services staff.
<b>Equality Data Collection</b>
Implement an effective approach to equality data collection, linking to and supporting the development of the new integrated Housing and Property Services management system.
<b>Translation and Interpretation</b>
Continue to make housing services more accessible for people whose first language is not English by providing translation and interpretation services.

# Report

13

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Annual Report on the Charter (ARC) 2022/2023</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an update on the Scottish Social Housing Charter and the requirement to produce an Annual Report on the Charter (ARC) covering performance during 2022/2023; and
- ◆ provide an update on arrangements to monitor and report on Charter progress throughout 2023/2024

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the Council's reported performance and contextual information for the Scottish Social Housing Charter and comparisons with other landlords at Appendix 1, be noted; and
- (2) that the future use of the Charter for ongoing scrutiny by the Scottish Housing Regulator (SHR), tenants and other service users, be noted

## 3. Background

3.1. The Housing (Scotland) Act 2010 introduced a statutory requirement to report on a range of performance measures and indicators which form the basis of the Scottish Social Housing Charter (SSHC) and publish an annual report on performance. The Scottish Housing Regulator (SHR) is responsible for monitoring and reporting on overall national performance for all social housing landlords and will use the Charter as part of its risk based approach to landlord scrutiny.

3.2. The Charter currently contains 32 measures of performance. These reflect a mixture of qualitative (survey based information) as well as a range of efficiency and effectiveness measures. Indicator 23 is specific to Registered Social Landlords (RSLs) only and Indicator 24, is specific to local authorities. In addition, there are also 13 contextual indicators, 12 of which relate to both councils and RSLs with 1 applying only to RSLs.

3.3. In line with requirements set out by the SHR, the Resource submitted its 2022/2023 performance information to the Regulator on 26 May 2023.

## 4. Annual Report on the Charter 2022/2023

4.1. The SHR published a national report on the Charter at the end of August 2023 covering 16 of the indicators. This report sets out the performance for 2022/2023 of all 173 social housing landlords in Scotland.

- 4.2. The SHR also publishes an electronic version of the Charter information and this is made available through the SHR website. This provides data on the Charter indicators for all landlords.
- 4.3. For the reporting year 2022/2023, the Charter requires that the Council publishes a more detailed annual report on its performance by the end of October 2023. Tenants involved in the Tenants Participation Co-ordination Group (TPCG) have contributed to the development of the style and format of the Council's report on performance. This will be available via the Council's website from 31 October 2023 and also included within 'Housing News', which will be issued during November 2023.
- 4.4. The Council's Charter report is consistent with previous annual reports on performance, covering the list of reported indicators published by the SHR as well as a number of other contextual and performance measures relating to the service. As appropriate and where available, the Council's published report also provides comparison with both the Scottish average and that of other local authority landlords.

## **5. South Lanarkshire Council Performance 2022/2023**

- 5.1. Based on the SHR's report on the Charter, the summary at Appendix 1 sets out the indicators and provides a comparison with both the Scottish average for all social landlords, that of the other 26 Scottish local authority landlords and over the 2 previous years (where available).
- 5.2. The 16 reported indicators include 4 measures which set out context in terms of the size and scale of the landlord.
- 5.3. There are 7 indicators where performance improved in the last year, importantly these include:-
  - ◆ tenant satisfaction with overall service – from 90.3% to 91.91%
  - ◆ tenants who feel their landlord is good at keeping them informed about their services and decisions – from 92.4% to 96.14%
  - ◆ tenants who are satisfied with opportunities given to them to participate in their landlords' decision making process – from 91.1% to 97.33%
  - ◆ rent collected as % of total rent due increased from 98.28% to 99.10%
  - ◆ percentage of ASB cases resolved in the last year increased from 94.27% to 96.8%
- 5.4. A summary of the position and context in relation to 5 indicators where performance reduced is detailed below:-
  - ◆ average length of time taken to re-let properties increased by 6.24 days from 21.52 days to 27.76 days. This is due to the volume of voids being received, severe weather and the residual impact of the pandemic
  - ◆ average length of time taken to complete emergency repairs increased from 4.24 hours to 5.36 hours. This was due to the impact of severe weather during December 2022
  - ◆ there was a slight reduction (0.16%) in the percentage of reactive repairs carried out in the last year completed right first time from 99.76% to 99.6%
  - ◆ percentage of rent due lost through properties being empty during the last year increased marginally from 0.6% to 0.62%. This is due to the challenges relating to the re-letting of properties and residual impact of the pandemic

- ♦ tenant satisfaction with repairs is measured annually and reported a decrease from 91% to 89%

## **6. Next Steps**

- 6.1. A key objective of the Charter process is to ensure robust scrutiny and consideration of the performance of landlords. As trends emerge, the comparative aspect of performance with others will inform and reflect on areas for future tenant and service user scrutiny and potential areas for service improvement.
- 6.2. The Resource Plan (2023/2024) includes the majority of the Charter indicators and during the current year, these will continue to be monitored and reported as part of the 6-monthly updates on the Resource Plan to the Housing and Technical Resources Committee.
- 6.3. The comparative aspect of performance continues to be a focus for the Council and its service users as well as the SHR in assessing and scrutinising local and national trends in performance.

## **7. Employee Implications**

- 7.1. There are no employee implications as a result of this report.

## **8. Financial Implications**

- 8.1. There are no financial implications as a result of this report.

## **9. Climate Change, Sustainability and Environmental Implications**

- 9.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **10. Other Implications**

- 10.1. There are no implications for risk in terms of the information contained within this report.
- 10.2. The content of this report will contribute to the evidence to support the requirements of the Annual Assurance Statement.

## **11. Equality Impact Assessment and Consultation Arrangements**

- 11.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 11.2. Consultation and involvement have taken place with service users through the survey process for a number of indicators and with the Tenant Participation Coordination Group on the new Charter report.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

29 September 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ♦ Focused on people and their needs

- ◆ Accountable, effective, efficient and transparent
- ◆ Ambitious, self-aware and improving
- ◆ Fair, open and sustainable
- ◆ Good quality, suitable and sustainable places to live

#### **Previous References**

- ◆ Housing and Technical Resources Committee – SHR Regulation of Social Housing in Scotland, 4 September 2019
- ◆ Housing and Technical Resources Committee – Annual Report on the Charter 2018-19, 25 November 2020
- ◆ Housing and Technical Resources Committee – Annual Report on the Charter 2020/2021, 21 September 2021
- ◆ Housing and Technical Resources Committee – Annual Report on the Charter 2021/22, 5 October 2022

#### **List of Background Papers**

- ◆ None

#### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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**Housing and Technical Resources**  
**Projected return to the Charter 2022/23**

No	Scottish Charter Indicators	SLC 20/21	SLC 21/22	SLC 22/23	Scottish Local Authority Average 22/23	Scottish Average 22/23
1	% of tenants satisfied with the overall service provided by the Council (their landlord).	90.3%	90.3%	91.91%	82.0%	86.7%
2	% of tenants who feel their landlord is good at keeping them informed about their services and decisions.	92.4%	92.4%	96.14%	85.0%	89.7%
3	% of tenants satisfied with the opportunities given to them to participate in their landlord's decision making processes.	91.1%	91.1%	97.33%	80.9%	85.9%
4	% of stock meeting the Scottish Housing Quality Standard (SHQS).	93.5%	72.25%	80.00%	70.9%	79.0%
5	Average length of time taken to complete emergency repairs.	3.4 hours	4.24 hours	5.36 hours	4.69 hours	4.2 hours
6	Average length of time taken to complete non-emergency repairs.	13.1 days	11.76 days	11.63 days	9.68 days	8.7 days
7	% of reactive repairs carried out in the last year completed right first time.	99.95%	99.76%	99.6%	88.2%	87.8%
8	% of tenants who have had repairs or maintenance carried out in last 12 months satisfied with the repairs and maintenance service.	90.1%	91.0%	89.0%	88.5%	88.0%
9	% of anti-social behaviour cases reported in the last year which were resolved.	95.2%	94.3%	96.8%	91.4%	94.2%
10	% of rent due lost through properties being empty during the last year.	0.42%	0.60%	0.62%	1.70%	1.4%
11	Rent collected as % of total rent due in the reporting year.	97.37%	98.28%	99.10%	98.82%	99.0%
12	Average length of time taken to re-let properties in the last year.	20.86 days	21.50 days	27.76 days	66.9 days	55.6 days
C	The landlords wholly owned stock	25,012	25,328	25,438	N/A	N/A
C	Average Weekly Rent	£73.10	£74.55	£76.73	N/A	N/A
C	Rent increase for next financial year	2.20%	2.20%	3.50%	3.89%	5.14%
C	Total Rent Due	£93,969,021	£96,540,465	£100,155,288	N/A	N/A



# Report

14

Report to:	<b>Housing and Technical Resources Committee</b>
Date of Meeting:	<b>8 November 2023</b>
Report by:	<b>Executive Director (Housing and Technical Resources)</b>

Subject:	<b>Update of the Housing and Technical Resources Risk Register and Risk Control Plan</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an update to Committee on the Risk Register and Risk Control Actions for Housing and Technical Resources

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the contents of the Resource Risk Register, be noted; and
- (2) that the outstanding Risk Control Actions, be noted

## 3. Background

- 3.1. The Council's Risk Management Strategy promotes consideration of risk in service delivery, planning and decision making processes. The Strategy requires Resources to record and review risks and control actions regularly. Housing and Technical Resources follows the guidance in developing, monitoring and updating the Risk Register on an ongoing basis.
- 3.2. The purpose of the Register is to ensure that the Resource is fully aware of its top risks, that these risks are prioritised and that controls are in place to eliminate or minimise the impact of the risks. New risks are identified throughout the year via the Resource Risk Management Group or Resource Management Team.
- 3.3. The Resource scores the risks in accordance with the Council scoring mechanism, based on likelihood and impact. This results in risks being scored between 1 and 25 (low to very high).
- 3.4. Risks are scored on their inherent score (risk if we do nothing) and their residual risk (risk after applying controls). The Council's scoring matrix is attached at Appendix 1.
- 3.5. The last update of the Housing and Technical Resources Risk Register was reported to Committee on 14 December 2022.
- 3.6. The Resource's top Risk Register and Risk Control Plan has been reviewed. This work was completed in August 2023.

- 3.7. The Central Risk Management Team annually reviews Resource compliance with the Risk Management Strategy. The outcome of the 2022/2023 review identified that Housing and Technical Resources achieved 100 per cent compliance, scoring 45 out of a possible 45.

#### **4. Resource Risk Management**

- 4.1. Each Resource has a Resource Risk Management Group which has responsibility for the promotion and management of risk.
- 4.2. The Housing and Technical Resources Risk Management Group continues to meet on a regular basis.
- 4.3. The work of the Group over the last year has focused on the review and update of the Resource Risk Register and ensuring that the register reflected the Council Plan and individual Service Plans.

#### **5. Risk Register**

- 5.1. Work has been completed by the Resource Risk Management Group to finalise the review of the Resource Risk Register. The update considered risks at a service level as well as strategic Council risks.
- 5.2. The Resource Risk Register is monitored on an ongoing basis to allow:-
- ◆ new risks to be added and for the control measures
  - ◆ scores of the existing risks to be reviewed in light of new information
- 5.3. Risks can result from internal or external influences, for example, impact of projected funding cuts, legislative changes or internal service changes.
- 5.4. The development process for the Resource Plan requires a risk assessment process to be undertaken as appropriate, resulting in relevant actions within the Resource Plan having a corresponding risk identified within the Risk Register.
- 5.5. The main changes to the register are summarised below:-
- ◆ five new risks have been added:-
    - ◆ implications of the Scottish Fire and Rescue Service Unwanted Fire Alarm Signals Policy within the Council's non-domestic estate
    - ◆ failure to comply with or meet the expected standards, scrutiny levels or improvement as identified by regulatory bodies
    - ◆ inability of the Council to effectively comply with current Tolerable Standard within Scottish Housing Quality Standard, Element 11 – Electrical Installations, Element 11A – Smoke and Heat Alarms and Element 11B – Carbon Monoxide Alarms
    - ◆ inability of the Council to relet void properties within agreed timescales, stemming from the pressure on resources through the impact of severe weather in December 2022 and the decision to transfer resources to concentrate on moving tenants back into their homes; and
    - ◆ inability to maintain infrastructure, assets and properties in a safe and well maintained condition due to budget constraints and failure to achieve objectives of asset/property reviews

- ◆ the risk description on 'Funding' has been updated to highlight that there will be continued pressures, which will require meaningful transformation and consideration of risk appetite, if we are required to manage services and demand with a diminishing resource
- ◆ the risk score for 'refugee resettlement and the asylum seeker dispersal programmes' has increased from 12 to 16, to reflect the difficulties faced by the Council in managing the risk. This has been exacerbated by demands from other high need groups including homeless households. The risk card has also been updated to reflect the heightened data security risk (concern over Russian interference in relation to Ukrainian Displaced Persons programme)
- ◆ adverse weather risk has been updated to cover potential damage to Council properties and housing stock from weather related events
- ◆ the 'health, safety and wellbeing of employees' risk card removes reference to the increased requirements due to the pandemic
- ◆ the 'Homes+' programme risk has been updated to include other external factors such as slow down of the private market in delivery of Turnkey contracts and to recognise the downturn in supply of existing houses that might meet the demands of the Council being offered for sale by current owners
- ◆ the 'Failure to provide suitable temporary and settled accommodation for homeless applicants' risk card residual score has increased from 4 to 12 and the risk updated to reflect 'out of local authority' presentations due to changes in legislation
- ◆ the 'sustainable development and climate change' risk wording has been expanded to include inability to achieve decarbonisation targets/timescales and in a way which supports a fair and just transition. This risk has also increased from 12 to 15 to bring in line with Council top risk scoring
- ◆ the 'Failure to improve tenants' sustainability' has been updated to reflect elements of the Council top risk in relation to Market and Provider capacity with a focus on the ability to meet the needs of people in their own homes
- ◆ four risks have been rescored from medium to low given the reduced risk to the Resource:-
  - ◆ failure to ensure the Corporate Asset Management Plan is progressed
  - ◆ failure to implement Local Housing Strategy (LHS)
  - ◆ failure to deliver City Deal projects and realise anticipated economic benefits
  - ◆ failure to achieve results and demonstrate continuous improvement, through leadership, good governance and organisational effectiveness
- ◆ risk descriptions, controls and actions have been updated as required on individual risks, following discussion with risk owners

5.6. Risks scored 15 to 25 are considered to be very high risks and risks scored 8 to 12 are considered to be high risks. Very high and high risks are monitored closely. The top risks identified for the Resource, that is those that are residually scored as being very high and high, are attached at Appendix 2.

- 5.7. Appendix 3 provides a comparison of risk scores for 2022 and 2023. This appendix also details changes in risk descriptions.
- 5.8. Risks evaluated residually as being medium or low risk will be monitored to ensure that they continue to be adequately managed.

## **6. Insurance Hotspots**

- 6.1. The following areas of work have been progressed over the last year to mitigate insurance hotspots.

### Property

- ◆ a property insurer survey programme has been undertaken the Council's insurers. A report was subsequently prepared detailing a number of actions to address fire and security risks
- ◆ continued awareness raising and advice for tenants in respect of council house fires, via the Housing News and social media
- ◆ awareness raising for tenants on how to avoid burst pipes and the importance of tenants' contents insurance
- ◆ ongoing work of Security Co-Ordinator, undertaking surveys and identification of measures to improve security of council properties, vehicles and assets

### Motor

- ◆ roll out of 'Challenging Driver Behaviour' learn on line course for drivers
- ◆ continued fact-finding investigations into accidents

### Combined Liability

- ◆ health and safety/training review has been undertaken by the Council's claims handlers, Gallagher Bassett

- 6.2. Progress with implementation and effectiveness of actions will be reported back to the Committee, via future insured risks reports.

## **7. Scope and Appetite for Risk**

- 7.1. The Council aims to be risk embracing, that is it will accept a tolerable level of risk in seeking service efficiencies and in agreeing control measures.
- 7.2. The level of risk facing the Council is measured both before (inherent risk) and after (residual risk) consideration of controls. The council should never carry a very high residual risk exposure as this would indicate instability but a low residual risk exposure should also be avoided as this indicates lack of innovation.
- 7.3. The Council's universal risk tolerance levels were updated as part of the review of the risk management strategy last year, with the ideal risk profile defined as:-
- ◆ no more than 10 per cent of residual risks at a very high level
  - ◆ no more than 15 per cent of risks at a high level
  - ◆ around 50 to 60 per cent of residual risks at a medium level
  - ◆ no more than 30 per cent of residual risks at a low level
- 7.4. Table 1 below shows the top risks heat map, ie, it details the total number of risks for each individual residual risk score. Table 2 below notes the overall risk profile for the top risks.

**Table 1 – Housing and Technical Resources Top Risks Heat Map**

<b>Likelihood</b>	<b>5</b> Almost Certain		<b>1</b>	<b>2</b>	<b>2</b>	
	<b>4</b> Likely			<b>4</b>	<b>2</b>	
	<b>3</b> Possible	<b>1</b>	<b>6</b>	<b>4</b>		
	<b>2</b> Unlikely		<b>4</b>		<b>3</b>	
	<b>1</b> Rare		<b>2</b>	<b>1</b>		
		<b>1</b> Negligible	<b>2</b> Minor	<b>3</b> Moderate	<b>4</b> Major	<b>5</b> Catastrophic
		<b>Impact</b>				

**Table 2 – Housing and Technical Resources Risk Profile**

<b>Risk Category</b>	<b>Risk Rating</b>	<b>Number of residual risks</b>	<b>Percentage of residual risks</b>
<b>1</b>	Very high	<b>6</b>	<b>12.5%</b>
<b>2</b>	High	<b>12</b>	<b>31.3%</b>
<b>3</b>	Medium	<b>10</b>	<b>37.5%</b>
<b>4</b>	Low	<b>4</b>	<b>18.8%</b>

7.5. The profile noted in Table 2 is outwith the ideal universal risk exposure defined by the Risk Management Strategy, however, this risk exposure is considered reasonable given the number of high level risks currently being faced by the Resource and across the Council.

7.6. Housing and Technical Resources has ensured that all inherent risks scored at a very high and high level have cost effective control measures in place. Where further control measures are required, these are included within the Resource Risk Control Plan.

## **8. Risk Control Actions**

8.1. No risk control actions were due for delivery.

## **9. Major projects, Partnerships or Change**

9.1. Within Housing and Technical Resources 2 partnerships have been identified. Both of these are considered to be low risk.

9.2. Appropriate risk management arrangements are in place for the Community Safety Partnership and Hub South West Partnership.

## **10. Next Steps**

10.1. The Resource Risk Management Group will continue to meet on a regular basis. The Risk Register will be reviewed on an ongoing basis by the Group to ensure that risks remain valid for the appropriate service areas and to identify new areas of risk that affect the Resource. An update report will be provided to Committee on an annual basis.

## **11. Employee Implications**

11.1. Time will be required by the Resource Risk Management Group in the management of the Resource Risk Register and Risk Control Plan.

## **12. Financial Implications**

- 12.1. There are no direct financial implications associated with the Resource's top risks. There are a number of proposed risks which are classified under the heading of financial. Where this is the case, the appropriate controls and actions have been included in the risk control cards and progress will be monitored.

## **13. Climate Change, Sustainability and Environmental Implications**

- 13.1. Sustainable development issues are included within the Council's top Risk Register through being linked directly to the Council plan objective 'make communities safer, stronger and sustainable'.

## **14. Other Implications**

- 14.1. Failure to demonstrate that risk is actively considered and managed cannot only lead to avoidable financial loss but could also affect delivery of services and could affect the Resources' reputation.

## **15. Equality Impact Assessment and Consultation Arrangements**

- 15.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore, no impact assessment is required.
- 15.2. Consultation on the content of this report has been undertaken with the Resource Management Team.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

10 October 2023

### **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

- ◆ Housing and Technical Resources Committee – 21 September 2021
- ◆ Housing and Technical Resources Committee – 14 December 2022

### **List of Background Papers**

- ◆ None

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Cameron Mitchell, Strategy and Support Manager.

Ext: 4862 (Tel: 01698 454862)

E-mail: [cameron.mitchell@southlanarkshire.gov.uk](mailto:cameron.mitchell@southlanarkshire.gov.uk)



## Appendix 1 – Risk scoring matrix and likelihood and impact definitions

### Likelihood

Score	1	2	3	4	5
Description	Rare	Unlikely	Possible	Likely	Almost certain
Likelihood of occurrence	1 in 10 years	1 in 3 years	1 in 2 years	Annually	Monthly
Probability of occurrence	The event may occur in certain circumstances	The event could occur	The event may occur	The event will probably occur	The event is expected to occur or occurs regularly

### Impact

	Reputation	Financial	Service delivery/ Time to recover	Compliance	Safety
<b>1 Negligible</b>	Public concern restricted to local complaints	<£50,000 per annum	No impact to service quality; limited disruption to operations.	No external interest	Minor injury – no lost time
<b>2 Minor</b>	Minor adverse local/public/media attention and complaints	£50,000-£250,000 per annum	Minor impact to service quality; minor service standards are not met; short term	Very minor attention from legislative /Regulatory body	Minor injury – resulting in lost time
<b>3 Moderate</b>	Adverse national media Public attention	£250,000 to £500,000 per annum	Significant fall in service quality; major partnership relationships strained; serious disruption in service standards	Short-term attention from legislative/regulatory body	Major injury or ill health resulting in lost time
<b>4 Major</b>	Serious negative national or regional criticism	£500,000 to £1million per annum	Major impact to service delivery; multiple service standards are not met; long term disruption to operations; multiple partnerships affected	Medium-term attention from legislative/regulatory body	Fatality; Or injuries to several people
<b>5 Catastrophic</b>	Prolonged international, regional and national condemnation	>£1million per annum	Catastrophic fail in service quality and key service standards are not met; long term catastrophic interruption to operations; several major partnerships are affected	National impact with rapid intervention of legislative/regulatory body	Multiple fatalities; Or injuries to large number of people

The assessments for impact and likelihood combine to provide an overall inherent risk score on the scale of between 1 and 25, using the Council's recognised risk matrix.

**Risk matrix**

<b>Likelihood</b>	<b>5</b> Almost Certain	5	10	15	20	25
	<b>4</b> Likely	4	8	12	16	20
	<b>3</b> Possible	3	6	9	12	15
	<b>2</b> Unlikely	2	4	6	8	10
	<b>1</b> Rare	1	2	3	4	5
		<b>1</b> Negligible	<b>2</b> Minor	<b>3</b> Moderate	<b>4</b> Major	<b>5</b> Catastrophic
		<b>Impact</b>				

The risk score is calculated as follows:

**Likelihood score x Impact score = Risk Score**

**Appendix 2 - Housing and Technical Resources Risk Register (as at 31 August 2023).**  
**Extract of risks with residual score category of Very High and High**

<b>Risk Category</b>	<b>Key risk</b>	<b>Inherent Risk Score</b>	<b>Sample of Controls</b>	<b>Residual Risk Score</b>
<b>1 Very High (15-25)</b>	<p>1. Reduction in external funding and fees/income received by the Council, as well as the increased demand for services and increased cost of services including impact of price increases and inflation, results in increasing budget gaps.</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Failure to deliver key services / projects</li> <li>• Failure to achieve Resource savings targets</li> <li>• Failure to collect Rent/income</li> <li>• Increased level of arrears</li> <li>• Failure to effectively manage the processes and practices to reduce the impact of cost of living crisis</li> </ul>	25	<ul style="list-style-type: none"> <li>• Embedded structure and systematic approach to savings identification.</li> <li>• Revise working arrangements and deployment of staff resources.</li> <li>• Close partnership working with Department for Work and Pensions and other agencies.</li> <li>• Robust rent collection and arrears management processes to reflect all circumstances.</li> <li>• Robust arrangements in place to monitor service delivery and outturns against budgets.</li> <li>• Regular reporting to Housing and Technical Resources Committee and Corporate Management Team.</li> </ul>	20
	<p>2. Inability of the Council to effectively balance the provision of accommodation and support to households who arrive in South Lanarkshire as part of refugee resettlement and the asylum seeker dispersal programmes, including those for unaccompanied children, whilst also meeting demands from other high need groups including homeless household</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Statutory requirements not fulfilled</li> <li>• Failure to provide suitable accommodation</li> </ul>	20	<ul style="list-style-type: none"> <li>• Dedicated resources within Housing and Technical Resources – Resettlement Team to co-ordinate approach in implementation of national programmes.</li> <li>• Established partnership working practices which are closely monitored at a local and national level</li> <li>• A range of partnership structures in place to support implementation</li> <li>• Work actively to procure additional accommodation and support services and establish appropriate funding routes (including</li> </ul>	16

	<ul style="list-style-type: none"> <li>• Failure to provide the required support based on individuals needs</li> <li>• Maintain good relationships / partnerships with National / Local Governments and Community Planning Partners</li> <li>• Failure to resource support mechanisms required</li> <li>• Heightened data security risk (concern over Russian interference in relation to Ukrainian Displaced Persons programme).</li> </ul>		<p>Scottish and UK Government funding) which mitigate impact to council.</p> <ul style="list-style-type: none"> <li>• On data protection plans in progress to join national app holding all sensitive information securely, meantime review of processes in place in conjunction with Digital team</li> </ul>	
	<p>3. Implications of the Scottish Fire and Rescue Service Unwanted Fire Alarm Signal Policy within council's non-domestic estate</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Building users behaviour</li> <li>• Poor housekeeping</li> <li>• Faulty electrical equipment</li> <li>• Failure to maintain plant and equipment</li> <li>• Wilful fire raising</li> <li>• Criminality</li> <li>• Failure to adhere to building regulations/statutory legislative requirements</li> <li>• Poor/inadequate fire risk assessments</li> </ul>	25	<ul style="list-style-type: none"> <li>• Upgrading or reprogramming existing fire alarm systems within affected non-domestic premises (where appropriate)</li> <li>• Publication of updated Guidance Document for Property Responsible Persons, aligning with national guidance issued by the SFRS and Fire Industry Association on 23 July 2023.</li> <li>• Preparation of special management and personnel bulletins detailing changes</li> <li>• Special managers Q&amp;A session being offered to managers who wish to ask specific questions, aimed at managers that are preparing investigation plan.</li> <li>• Establishment of a new training module for relevant managers and staff</li> </ul>	16
	<p>4. The council is unable to support households most impacted by the cost of living crisis resulting in increasing levels of poverty, debt, and damage to health</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• increase council tax and rent arrears</li> <li>• an increase in consumer debt</li> </ul>	25	<ul style="list-style-type: none"> <li>• Support from Tenancy Sustainment for tenants facing difficulty paying their rent</li> <li>• Provision of housing benefit and Discretionary Housing Payments support</li> <li>• Debt and money advice from the Money Matters Advice Service</li> <li>• Energy support from dedicated energy advisors</li> </ul>	20

	<ul style="list-style-type: none"> <li>• an increase in the use of prepaid energy meters</li> <li>• detrimental impact on mental and physical health.</li> </ul>			
	<p>5. Inability of the Council to effectively resource a void property within agreed timescales to meet the demands stemming from the severe weather crisis in December 2022 and the Resource decision to transfer resources to concentrate on getting tenants back into their homes</p> <ul style="list-style-type: none"> <li>• Significant limitation on our ability to meet housing need including those of homeless households</li> <li>• Negative impact on statutory/regulatory requirements</li> <li>• Reputation damage</li> <li>• Financial implications</li> <li>• Reduction/suspension in key services being delivered</li> </ul>	20	<ul style="list-style-type: none"> <li>• Regular reporting to RMT on a weekly basis analysing trends</li> <li>• Increase voids scrutiny and improved monitoring of live voids in advance of weekly report for Property Services.</li> <li>• Redeployment of existing resources where required.</li> <li>• Progressing work to properties on a priority basis.</li> <li>• Voids Review Group established, with the following actions being progressed:-</li> <li>• Preferred supplier approach review in relation to utilities at voids stage is underway</li> <li>• Severe weather planning in place, agreed responsibilities across Resource and type of stock/ equipment requirements identified.</li> <li>• Sub-contactors to supplement building services workload has been reviewed during periods of high demand ie increased voids numbers.</li> <li>• Review of Building Services – resources/structure</li> </ul>	15
	<p>6. Inability to delivery sustainable development and climate change objectives and timescales in such a way to support a fair and just transition</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• inadequate or lack of funding</li> <li>• lead to slippage against targets and timescales</li> <li>• failure by the Council to meet carbon reduction and sustainability targets</li> </ul>	20	<ul style="list-style-type: none"> <li>• Climate change and sustainability governance (committee and steering group)</li> <li>• Council's Sustainable Development and Climate Change Strategy and Action Plan</li> <li>• Carbon Management Plan</li> <li>• Local Heat and Energy Efficiency Strategy to be developed by December 2023</li> <li>• Long-term capital programme that tackles climate change mitigation and adaptation</li> </ul>	15

	<ul style="list-style-type: none"> <li>• failure to deliver energy efficiency would see an increase in tenants paying more money for fuel to heat their homes</li> <li>• SLC Properties will fail to have energy efficient homes and not meet EESSH2 compliance.</li> </ul>		<ul style="list-style-type: none"> <li>• Energy efficiency investment programmes and strategic energy reviews of all domestic and non-domestic properties</li> <li>• Report 6 monthly to RMT.</li> <li>• Resource Energy framework and action plan.</li> <li>• Energy management software in properties.</li> <li>• Renewable energy ie new house build programme</li> <li>• Environmental projects</li> <li>• Reduction in carbon emissions, zero carbon targets</li> <li>• Compliance built into future projects</li> <li>• Capital budget spend/funding.</li> </ul>	
<b>2 High (8-12)</b>	<p>7. Implications of Fire within Council Properties</p> <ul style="list-style-type: none"> <li>• Poor / inadequate fire risk assessments/precautions</li> <li>• Failure to adhere to building regulations/statutory legislative requirements</li> <li>• Tenants' lifestyle</li> <li>• Tenants' failure to insure their own contents</li> <li>• Owners' failure to insure their own property</li> <li>• Building Users behaviour</li> <li>• Wilful Fire Raising</li> <li>• Criminality</li> <li>• Faulty electrical equipment</li> <li>• Failure to maintain plant and equipment</li> <li>• Property damage</li> <li>• Loss of rent</li> <li>• Financial costs for reinstatement</li> </ul>	25	<ul style="list-style-type: none"> <li>• Scottish Fire and Rescue Service (SFRS) Home Fire Safety Visits encouraged including at tenancy sign up/within temporary accommodation/within supported accommodation, including sheltered housing</li> <li>• Tenancy Agreement – restrictions</li> <li>• Promotion of home contents insurance – booklet and flyers</li> <li>• Joint article to be produced in conjunction with SFRS and Housing Services for inclusion in Housing News</li> <li>• Ongoing liaison with SFRS and staff training</li> <li>• Common Sense Initiative – communal areas fire safety posters</li> <li>• Legislative compliance checks – gas / electrical etc</li> <li>• Fire risk assessments.</li> <li>• Health and Safety audits undertaken</li> <li>• All new schools have sprinkler or fire suppression systems</li> <li>• Cyclical visits within schools</li> </ul>	12

		<ul style="list-style-type: none"> <li>• Programmes of work to install controlled door entry systems</li> <li>• Outcomes of public inquiries</li> </ul>	
8. Failure to provide suitable temporary and settled accommodation for homeless applicants	16	<ul style="list-style-type: none"> <li>• Full review of temporary accommodation portfolio completed linked to development of a Temporary Accommodation Strategic Plan (TASP).</li> <li>• Managed temporary accommodation and letting targets for both council and RSLs lets are set and actual outturn monitored.</li> <li>• Regular performance reported to Resource Management team</li> <li>• Performance is reported to Scottish Government, Scrutiny by Scottish Housing Regulator and Assurance statement.</li> <li>• Pursuing opportunities to increase housing stock, including funding available to humanitarian programmes</li> </ul>	12
<p>9. The council does not have the appropriate emergency / business continuity plans; contingency arrangements or partnerships in place to respond to/or recover from a pandemic/endemic event.</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Lack of robust business continuity plans/resilience arrangements</li> </ul>	25	<ul style="list-style-type: none"> <li>• Emergency Response Commitments as a Category One responder.</li> <li>• Temporary testing centres identified by Resource.</li> <li>• Monitoring of national guidance.</li> <li>• Resource / Service Recovery Plans and Service Restart Framework.</li> <li>• Business Continuity Plans.</li> <li>• IT software licences to allow agile working procured.</li> </ul>	12

	<ul style="list-style-type: none"> <li>• Restriction on service delivery – statutory and non-statutory</li> <li>• Clarity/timing of Government guidance</li> <li>• Ineffective communication by employee and service users</li> <li>• Workforce absences/shortage</li> <li>• Lack of mobile IT devices</li> <li>• Lack of PPE</li> </ul>		<ul style="list-style-type: none"> <li>• IT – Roll out of Microsoft Teams throughout the Council.</li> <li>• IT – Increased numbers of agile workers and increased number of laptops/tablets.</li> <li>• Guidance on Health and Safety Risk Assessments/Safe Systems of Work for Covid-19 has been issued.</li> <li>• Introduction of Virtual Call Centre.</li> <li>• Tenancy Sustainment Fund Assistance.</li> <li>• Health and Wellbeing Group established.</li> </ul>	
	<p>10. Procurement activity is affected by supply chain issues; a lack of resources; non-compliance or legal challenge</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Failure to fulfil statutory requirements</li> <li>• Failure to achieve best value.</li> <li>• Service delivery affected/fails.</li> <li>• Cyber Attacks - failure to protect our data systems or assets held by Council</li> <li>• Serious organised crime - proceeds of crime or money laundering</li> <li>• Lack of trained personnel</li> </ul>	25	<ul style="list-style-type: none"> <li>• Full contract wording includes SLC expectations from contractors.</li> <li>• Guidance on new legislation including the Bribery Act and the linkages with procurement issued by Legal Services. Council has a security framework in place.</li> <li>• Contractor vetting (Health and Safety), construction line and financial checks undertaken for all contractors.</li> <li>• Meetings with contractors to review performance/appraisals.</li> <li>• iProc used extensively by all Resources.</li> <li>• Learn online employee training – Quick quote/procurement awareness.</li> <li>• Standard procurement documents/processes held on intranet and reviewed/updated on an ongoing basis. These are used consistently across Resources.</li> <li>• Review of procedures for financial appraisals.</li> <li>• Performance monitoring of all significant contracts.</li> </ul>	12
	<p>11. Failure to address fuel poverty in council houses</p>	16	<ul style="list-style-type: none"> <li>• Capital programme in place - Housing Investment Programme and central heating installations, new windows and doors and insulation measures.</li> </ul>	9



	<ul style="list-style-type: none"> <li>• Target to eradicate / alleviate fuel poverty may not be achieved.</li> <li>• household incomes are out with the Councils control</li> <li>• Low income will continue to face high energy costs and fuel poverty</li> <li>• Households in the private sector not taking up energy efficiency opportunities</li> </ul>		<ul style="list-style-type: none"> <li>• All new builds are to a standard exceeding the energy rating target which radically lowers the running costs for the properties</li> <li>• Funding Energy Efficient Scotland: Area Based Schemes and ECO has allowed SLC to do more with home owners and able to measure against publish targets</li> <li>• Increasing access to gas network through infrastructure investment</li> <li>• Energy support from dedicated energy advisors</li> </ul>	
	<p>12. The Council fails to meet statutory and legislative duties in respect of public protection</p> <p>(Council Top Risk)</p> <p>Failure to deliver statutory and legislative duty to deliver services that protect everybody within our communities:</p> <ul style="list-style-type: none"> <li>• Child Protection</li> <li>• Adult Protection</li> <li>• Prevent people supporting terrorism or extremism (Counter terrorism and Security)</li> <li>• Environmental services</li> </ul>	16	<ul style="list-style-type: none"> <li>• Multi-agency child protection committee in place</li> <li>• Multi-agency adult protection committee in place</li> <li>• Multi-agency procedures adopted to provide guidance to staff</li> <li>• Multi- agency MAPPA arrangements in place</li> <li>• Significant case review protocol in place</li> <li>• Data sharing agreements in place to support alert messaging and sharing key information</li> <li>• Multi-agency Prevent case discussions take place</li> <li>• Training to raise awareness – Learn on line modules</li> <li>• Existing partnership working with Police Scotland and other organisations (Community Planning Partnership)</li> </ul>	9
	<p>13. Increasing levels of adverse weather</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Inability of the Council to deliver its core services</li> <li>• Failure to maintain Council assets</li> <li>• Increase in the number of insurance claims received</li> </ul>	16	<ul style="list-style-type: none"> <li>• Emergency Planning arrangements in place and contact details updated.</li> <li>• Severe Weather Group established to control the delivery of the service.</li> <li>• Decant properties identified.</li> <li>• Additional Labour/Trades identified.</li> <li>• Additional Plant/Transport.</li> <li>• Additional stock.</li> </ul>	9

	<ul style="list-style-type: none"> <li>• A potential overspend in budget as the Council responds to emergencies</li> <li>• Damage to public and private property</li> </ul>		<ul style="list-style-type: none"> <li>• Additional sub-contractors identified if work content becomes high.</li> <li>• Additional admin staff to deal with calls/enquiries/complaints.</li> <li>• Better housing stock through capital programmes.</li> <li>• 24 hour control centre.</li> <li>• General Met Office alerts to Contingency Planning Officers.</li> </ul>	
	<p>14. Inability of the Council to effectively comply with current Tolerable Standard within Scottish Housing Quality Standard, Element 11 – Electrical Installations, Element 11A – Smoke and Heat Alarms and Element 11B – Carbon Monoxide Alarms.</p> <ul style="list-style-type: none"> <li>• Tenant and resident safety requirements</li> <li>• Statutory requirements</li> <li>• Regulatory requirements</li> </ul>	15	<ul style="list-style-type: none"> <li>• Ongoing monitoring of legislative compliance programme.</li> <li>• Resource Plan updated Q2 and Q4 and reported to HTR Committee.</li> <li>• New process being implemented being flagged 100 days in advance of fixed electrical testing certificate expiring.</li> <li>• Proactively targeting upgrading of legislative compliance for relevant aspects via capital programme and void stage.</li> <li>• Implementation of forced entry programme to address no access issues</li> <li>• Engagement with Tenant Participation Co-ordination Group</li> <li>• Rolling social media campaigns for access to properties via Housing News, South Lanarkshire View and other relevant digital platforms</li> <li>• Development of customer portal on new HOME project</li> <li>• Routinely update bank of tenants' email addresses</li> </ul>	10
	<p>15. Inability to maintain infrastructure, assets and properties in a safe and well maintained condition due to budget constraints and failure to achieve objectives of asset/property reviews</p>	16	<ul style="list-style-type: none"> <li>• Undergoing a ward by ward review of assets to identify core assets, unsustainable assets and potential opportunities.</li> <li>• Remove liability for unsustainable properties</li> </ul>	9

	<p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Maintain and repair existing assets in a safe and well maintained condition due to lack of funding and budget constraints</li> <li>• Health and Safety issues emerging from inspection</li> <li>• Deliver corporate asset management plan (separate risk card)</li> <li>• Standard maintenance not being carried</li> <li>• Future / continued investment in these areas uncertain</li> <li>• Building closures</li> <li>• Meet aims for Social and Health Agenda, as identified in the Council Plan</li> </ul>		<ul style="list-style-type: none"> <li>• Dispose of unsuitable buildings and identify redundant assets</li> <li>• Consideration to be given to repurposing or redevelopment of assets.</li> <li>• Engagement through Community Asset Transfer</li> <li>• Annual single survey programme which identifies the risks and investment required.</li> <li>• Annual update to Asset Management Plan.</li> <li>• Ongoing service reviews to identify risks and opportunities.</li> <li>• Town centre master planning and engagement with private owners.</li> <li>• Office accommodation strategy in place to maximise use of retained properties for sharing with partners.</li> </ul>	
	<p>16. Failure to ensure Health, Safety and wellbeing of employees and protection of service users and members of the public in the delivery of council services.</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Increased claims intimated against the council</li> <li>• Involvement in Fatal Accident Inquiries</li> <li>• Increased employee absence</li> <li>• HSE Involvement - prohibition notice, improvement notices.</li> <li>• Prosecution or organisation/employee under Corporate Homicide legislation or Health and Safety at Work Act.</li> <li>• Industrial disease claims</li> <li>• Historical claims</li> </ul>	20	<ul style="list-style-type: none"> <li>• Occupational Health and Safety Management System embedded throughout the Council.</li> <li>• Risk Assessments and Safe Systems of Work developed and implemented.</li> <li>• Resource, Service and Trade Union communication and consultation arrangements in place.</li> <li>• Health and Safety Training matrices (Specific training requirements for employees)</li> <li>• Claims lessons learned reports.</li> <li>• Resource and Service Health and Safety Groups meet on a regular basis within all Resources.</li> <li>• Management of Occupational Road Risk Policy and associated documents</li> <li>• Analysis of statistics to identify trends and advise on mitigations to reduce risks.</li> <li>• Violent incident reporting procedures.</li> <li>• Record management and record retention schedules.</li> </ul>	8

	<p>17. Failure to achieve the outcomes of the Community Plan</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Failure to tackle inequalities in priority areas</li> <li>• Failure to comply with statutory requirements</li> <li>• Failure to improve outcomes for communities</li> </ul>	20	<ul style="list-style-type: none"> <li>• Participation in CP Outcomes Lead and Progress Groups.</li> <li>• Delivery of Local Housing Strategy and Strategic Housing Investment Plan</li> <li>• Safer South Lanarkshire Steering Group undertake a monitoring role and report progress regularly to Safer South Lanarkshire Board.</li> <li>• Delivery of the Anti-Social Behaviour Strategy.</li> <li>• Promotion and delivery of Anti-Social Behaviour services</li> <li>• Promotion of Equality and Diversity through Resource Co-ordination Group</li> <li>• Fuel poverty – work towards achieving national targets</li> <li>• Promotion of a community engagement approach and events</li> <li>• Cross Resource Security Working Group meet quarterly</li> <li>• Specific targets within Resource plan, reported quarterly</li> <li>• Local Child Poverty Action Plan Report</li> </ul>	8
	<p>18. Failure to achieve the outcomes of the Council Plan</p> <p>(Council Top Risk)</p> <ul style="list-style-type: none"> <li>• Failure to reduce inequalities in priority areas</li> <li>• Failure to comply with statutory requirements</li> <li>• Not improving outcomes for individuals/families</li> </ul>	16	<ul style="list-style-type: none"> <li>• Resource Risk Register maintained, monitored and reported to Committee</li> <li>• Annual performance reporting and annual performance spotlights</li> <li>• Governance arrangements via the Executive Committee, PRSF and Resource Committees of the council</li> <li>• Resource Plan and Service Plans are prepared annually</li> <li>• Resource Plans are reported and monitored by Committee.</li> </ul>	8

### Appendix 3 : Comparison of the 2023 and 2022 Housing and Technical Resources Risk Register

Risk Category	Key risk description	2022 Residual risk score	2023 Residual risk score	Change in residual risk scores	Changes to key risk descriptions
<b>Very High (15-25)</b>	1. Reduction in external funding and fees/income received by the Council, as well as the increased demand for services and increased cost of services including impact of price increases and inflation, results in increasing budget gaps.	20	20	=	Wording updated to remove effects of pandemic. Wording around price increases streamlined.
	2. Inability of the Council to effectively balance the provision of accommodation and support to households who arrive in South Lanarkshire as part of refugee resettlement and the asylum seeker dispersal programmes, including those for unaccompanied children, whilst also meeting demands from other high need groups including homeless household	12	16	↑	Wording amended to include unaccompanied children, and meeting demand from other high need groups.
	3. Implications of the Scottish Fire and Rescue Service Unwanted Fire Alarm Signal Policy within council's non-domestic estate	N/A	16	New Risk	
	4. The council is unable to support households most impacted by the cost-of-living crisis resulting in increasing levels of poverty, debt, and damage to health	20	20	=	
	5. Inability of the Council to effectively resource a void property within agreed timescales to meet the demands stemming from the severe weather crisis in December 2022 and the Resource decision to	N/A	15	New	

Risk Category	Key risk description	2022 Residual risk score	2023 Residual risk score	Change in residual risk scores	Changes to key risk descriptions
	transfer resources to concentrate on getting tenants back into their homes				
	6. Inability to delivery sustainable development and climate change objectives and timescales in such a way to support a fair and just transition	12	15	=	Wording expanded to include the inability to delivery and timescales in such a way to support fair and just transition
<b>High (8-12)</b>	7. Implications of Fire within Council Properties	12	12	=	Wording changed to Implications of Fire within Council Properties
	8. Failure to provide suitable temporary and settled accommodation for homeless applicants	4	12	↑	
	9. The council does not have the appropriate emergency / business continuity plans; contingency arrangements or partnerships in place to respond to/or recover from a pandemic/endemic event.	12	12	=	
	10. Procurement activity is affected by supply chain issues; a lack of resources; non-compliance or legal challenge	12	12	=	
	11. Failure to address fuel poverty in council houses	6	9	↑	
	12. The Council fails meet statutory and legislative duties in respect of public protection	9	9	=	
	13. Increasing levels of adverse weather	9	9	=	

Risk Category	Key risk description	2022 Residual risk score	2023 Residual risk score	Change in residual risk scores	Changes to key risk descriptions
	14. Inability of the Council to effectively comply with current Tolerable Standard within Scottish Housing Quality Standard, Element 11 – Electrical Installations, Element 11A – Smoke and Heat Alarms and Element 11B – Carbon Monoxide Alarms.	N/A	10	New	
	15. Inability to maintain infrastructure, assets and properties in a safe and well maintained condition due to budget constraints and failure to achieve objectives of asset/property reviews	N/A	9	New	
	16. Failure to ensure Health, Safety and wellbeing of employees and protection of service users and members of the public in the delivery of council services.	8	8	=	
	17. Failure to achieve the outcomes of the Community Plan	8	8	=	
	18. Failure to achieve the outcomes of the Corporate Plan	8	8	=	
<b>Medium (4-6)</b>	19. Failure to fulfil emergency response commitments befitting the Council's status as a Category One (emergency) responder.	6	6	=	
	20. Failure to comply with or meet the expected standards, scrutiny levels, or improvement as identified by regulatory bodies	N/A	4	New Risk	
	21. Information Governance not subject to adequate control	6	6	=	

Risk Category	Key risk description	2022 Residual risk score	2023 Residual risk score	Change in residual risk scores	Changes to key risk descriptions
	22. Failure to deliver the Council's "Homes+" council house supply programme and impact on ability to meet housing need	6	6	=	
	23. The council fails to maximise the benefits of the Community Wealth Building Strategy	6	6	=	
	24. Failure to implement the new Integrated Housing and Property Management System	6	6	=	
	25. Failure to deliver the Council's Capital Programme	6	6	=	
	26. Failure to improve tenants' sustainability	4	4	=	
	27. Failure to implement planned maintenance programmes	4	4	=	
	28. New and amended legislation	4	4	=	
<b>Low (1-3)</b>	29. Failure to ensure the Corporate Asset Management Plan is progressed	4	3	↓	
	30. Failure to implement Local Housing Strategy (LHS)	4	2	↓	
	31. Failure to deliver City Deal projects and realise anticipated economic benefits	6	3	↓	
	32. Failure to achieve results and demonstrate continuous improvement, through leadership, good governance and organisational effectiveness	6	3	↓	



# Report

15

Report to: **Housing and Technical Resources Committee**  
 Date of Meeting: **8 November 2023**  
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Notification of Contracts Awarded - 1 April to 8 September 2023**

## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide notification to Committee of contracts awarded by Housing and Technical Resources for the supply of goods, services and works, following formal tendering in excess of £50,000 during the period 28 October 2022 to 31 March 2023

## 2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the details of the contracts awarded by Consultancy Services in Appendix A, be noted
- (2) that the details of the contracts awarded by Procurement Team in Appendix B, be noted; and
- (3) that the details of the sub contracts awarded by Building Services in Appendix C, be noted

## 3. Background

3.1. It is a requirement of Clause 21.8 of the Standing Orders on contracts that details of the acceptance of all tenders above £50,000, be reported retrospectively to the relevant Committee for noting, other than those under Clause 21.3 where the award is not the lowest in a price only tender or costs exceed the approved financial provision. In these instances a report is submitted to the appropriate Committee and subsequent authority to award is granted by that Committee.

## 4. Contracts Awarded

4.1. A full list of the contracts is provided in the appendices to this report.

## 5. Employee Implications

5.1. There are no employee implications arising from this report.

## 6. Financial Implications

6.1. Appropriate budgetary provision is available for each of the contracts awarded.

## 7. Climate Change, Sustainability and Environmental Implications

7.1. There are no climate change, sustainability or environmental implications in terms of the information contained within this report.

## **8. Other Implications**

- 8.1. There are no implications for risk in terms of the information contained within this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 9.2. There is no requirement to undertake any consultation in relation to the content of this report.

**Stephen Gibson**

**Executive Director (Housing and Technical Resources)**

15 September 2023

## **Link(s) to Council Values/Priorities/Outcomes**

- ◆ Accountable, effective, efficient and transparent

## **Previous References**

- ◆ Housing and Technical Resources Committee, 31 May 2022

## **List of Background Papers**

- ◆ None

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Derek Craig, Property Manager (Consultancy Services)

Ext: 845 3517 (Tel: 01698 453517)

E-mail: [Derek.Craig@southlanarkshire.gov.uk](mailto:Derek.Craig@southlanarkshire.gov.uk)

## Contracts Awarded (Consultancy Services) 1 April to 8 September 2023

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Housing General Fund	HGF011793	McClymont House Roof Replacement	SLC Building Services	Roof Replacement	£135,062.63	05/04/2023
Housing General Fund	HGF012147	Supply, Installation and Maintenance of a Secure Door Entry System in Council Offices	SPIE Scotshield Ltd	Supply, Installation and Maintenance of a Secure Door Entry System in Council Offices	£133,531.31	11/04/2023
Housing	SLC/PS/HTR/21/294	Patterson Drive, Law - New Fencing	M Squared (Scotland)	New Fencing	£64,374.19	20/04/2023
Housing	HOD011347.004	Drury, Sadlers and Old Vic Towers - Fire Door Replacement	CCG (Scotland) Ltd	Fire Door Replacement	£1,528,033.83	25/04/2023
Housing	HOD011864	Strutherhill Zone C - External Fabric Repairs	SLC Building Services	External Fabric Repairs	£2,005,934.19	10/05/2023
Housing General Fund	HGF011897	Biggar Corn Exchange - Roof Works	Prime Build Solutions	Roof Works	£130,486.76	19/05/2023
Housing	HOD011857	Installation of Door and Door Entry Systems MTC 2023 - 2026	PDC LTD	Installation of Door and Door Entry Systems MTC 2023 - 2026	£358,559.04	14/06/2023
Community & Enterprise	COM011458	Hawbank Roads Depot	Affiniti Response Ltd	Hawbank Road Depot	£224,578.33	04/07/2023
Housing General Fund	HGF012091	Hamilton Central Library - Passenger Lift	ADL Lift Services Ltd	Passenger Lift	£72,770.00	19/07/2023

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Housing General Fund	HGF012121	South Vennel Roof Repairs - Replacement	Prime Build Solutions Ltd	Roof Repairs - Replacement	£151,103.41	21/07/2023
Housing General Fund	HGF012154	Hamilton Town House Main Entrance - Passenger Lift	ADL Lift Services Ltd	Passenger Lift	£69,000.00	24/07/2023
Various	SLC/HT/23/067	Maintenance of Fire and Intruder Alarms (ADT)	ADT Fire & Security PLC	Maintenance of Fire and Intruder Alarms (ADT)	£646,852.64	28/07/2023
Housing	SLC/HT/23/060	Hamilton Towers, Strip Out Works	CRD Property Renovations and Reinstatements Ltd	Strip Out Works	£122,373.80	14/08/2023
Housing	HOD011878	Wingate Park, Sheltered Housing Complex	SLC Building Services	Internal Area Upgrade	£213,479.42	14/08/2023
Education	EDD011841	First Steps Nursery Extension	SLC Building Services	Nursery Extension	£1,475,477.79	16/08/2023
Housing	HOD011091	Kyle Court, Cambuslang	Affiniti Response Ltd	Upgrade of Communal Areas	£217,172.40	28/08/2023
Community & Enterprise	COM011881	Douglas PS - Installation of Floodlighting	Abacus Lighting Ltd	Installation of Floodlighting	£78,679.38	30/08/2023
Housing	HOD011121	East Kilbride Package 98 External Fabric Upgrade Re-Tender	GMG Contractors Ltd	External Fabric Upgrade	£871,129.68	01/09/2023

## Contracts Awarded (Procurement Team) 1 April to 8 September 2023

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
SLC/PS/HTR/22/344	Public Sector Geospatial Agreement (PSGA)	Ordnance Survey	Public Sector Geospatial Agreement (PSGA)	£421,900.36	01/04/2023
SLC/PS/HTR/22/392	Supply and Delivery of Composite/UPVC Doors and UPVC Windows	Sovereign Group Ltd	Supply and Delivery of Composite/UPVC Doors and UPVC Windows	£1,000,000.00	26/07/2023
SLC/PS/HTR/23/115	Outreach - Prevent & Sustain	Blue Triangle Housing Asoc Ltd	Outreach - Prevent & Sustain	£63,829.33	31/08/2023
SLC/PS/HTR/23/116	Supported Accommodation - Clydesdale Street	Blue Triangle Housing Asoc Ltd	Supported Accommodation - Clydesdale Street	£129,849.33	31/08/2023
SLC/PS/HTR/23/112	Stop Supported Accommodation - Wide Close	Blue Triangle Housing Asoc Ltd	Stop Supported Accommodation - Wide Close	£174,282.00	31/08/2023
SLC/PS/HTR/23/113	Family First Stop - Charles Brownlee	Blue Triangle Housing Asoc Ltd	Family First Stop - Charles Brownlee	£319,670.00	31/08/2023
SLC/HT/23/107	Provision and Maintenance of CCTV Circuits	British Telecommunications Plc	Provision and Maintenance of CCTV Circuits	£84,256.16	07/09/2023

**Contracts Awarded (Building Services) 1 April to 8 September 2023**

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
BSP012138.002	First Steps Nursery Advanced Works	Blantyre Park Services Ltd	Sub-Contract: Sprinklers	£138,102.92	04/04/2023
BSP012163.001	Strutherhill Zone C	BCA Insulation Ltd	Sub-Contract: Cavity Wall Insulation	£115,563.18	19/06/2023
BSP012163.002	Strutherhill Zone C	Ailsa Building Contractors Ltd	Sub-Contract: Roughcast & Rendering	£336,353.67	22/06/2023
BSP012138.003	First Steps Nursery Extension	Joseph Leckie & Sons (Contracts) Ltd	Sub-Contract: Groundworks & Brickwork	£245,811.75	17/08/2023
BSP012138.005	First Steps Nursery Extension	Fleming Buildings Ltd	Sub-Contract: Timber Kit	£134,304.00	23/08/2023
BSP012138.004	First Steps Nursery Extension	Blantyre Park Services Ltd	Sub-Contract: Mechanical Package	£178,806.59	28/08/2023
BSP012138.007	First Steps Nursery Extension	Affiniti Response Ltd	Sub-Contract: Joiner works	£121,253.25	11/09/2023