



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 09 June 2020

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, 17 June 2020
Time: 10:00
Venue: By Delegated Authority,

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

Josh Wilson (Chair), Stephanie Callaghan (Depute Chair), John Ross (ex officio), Robert Brown, Archie Buchanan, Jackie Burns, Janine Calikes, Graeme Campbell, Andy Carmichael, Maureen Chalmers, Gerry Convery, Poppy Corbett, Maureen Devlin, Allan Falconer, Grant Ferguson, Alistair Fulton, Geri Gray, George Greenshields, Eric Holford, Martin Lennon, Eileen Logan, Colin McGavigan, Mo Razzaq, David Shearer, Collette Stevenson, Jared Wark

Substitutes

Alex Allison, Walter Brogan, Margaret Cooper, Mary Donnelly, Isobel Dorman, Fiona Dryburgh, Mark Horsham, Martin Grant Hose, Ann Le Blond, Hugh Macdonald, Catherine McClymont, Richard Nelson, Bert Thomson, Margaret B Walker

BUSINESS

1 Declaration of Interests

- 2 **Previous Meeting** 5 - 10
Note of Delegated Decisions taken by the Chief Executive, in consultation with Group Leaders, on items relating to the Housing and Technical Resources Committee on 1 April 2020, submitted for information. (Copy attached)

Monitoring Item(s)

- 3 **Capital Budget Monitoring 2019/2020 - Housing and Technical Resources (excl HRA)** 11 - 14
Joint report dated 27 May 2020 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 4 **Capital Budget Monitoring 2019/2020 - Housing and Technical Resources (HRA)** 15 - 18
Joint report dated 13 May 2020 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 5 **Revenue Budget Monitoring 2019/2020 - Housing and Technical Resources (excl HRA)** 19 - 24
Joint report dated 13 May 2020 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 6 **Revenue Budget Monitoring 2019/2020 - Housing and Technical Resources (HRA)** 25 - 28
Joint report dated 13 May 2020 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)
- 7 **Housing and Technical Resources – Workforce Monitoring – February to April 2020** 29 - 36
Joint report dated 19 May 2020 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

Item(s) for Noting

- 8 **Homelessness - Unsuitable Accommodation Order** 37 - 40
Report dated 9 June 2020 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 9 **Proposed Lease of Student Residencies at Barrack Street, Hamilton from the University of the West of Scotland** 41 - 44
Report dated 18 May 2020 by the Executive Director (Housing and Technical Resources). (Copy attached)

Urgent Business

10 Urgent Business

Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Carol Lyon

Clerk Telephone: 01698 455652

Clerk Email: carol.lyon@southlanarkshire.gov.uk

Housing and Technical Resources Committee Agenda of 1 April 2020 - Delegated Decisions taken by the Chief Executive, in consultation with Group Leaders

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

Decided: that the minutes of the meeting of the Housing and Technical Resources Committee of 5 February 2020 be approved as a correct record.

3 Capital Budget Monitoring 2019/2020 – Housing and Technical Resources (excl HRA)

Decided:

- (1) that Housing and Technical Resources' capital programme (excl HRA) of £7.310 million and expenditure to 31 January 2020 of £1.524 million be noted; and
- (2) that the projected outturn of £5.9 million be noted.

[Reference: Minutes of 5 February 2020 (Paragraph 3)]

4 Capital Budget Monitoring 2019/2020 – Housing and Technical Resources (HRA)

Decided: that Housing and Technical Resources' capital programme (HRA) of £61.835 million and expenditure to 31 January 2020 of £35.367 million be noted.

[Reference: Minutes of 5 February 2020 (Paragraph 4)]

5 Revenue Budget Monitoring 2019/2020 – Housing and Technical Resources (excl HRA)

Decided:

- (1) that the breakeven position on Housing and Technical Resources' revenue budget (excl HRA), as detailed in Appendix A to the report, be noted; and
- (2) that the forecast to 31 March 2020 of a breakeven position be noted.

[Reference: Minutes of 5 February 2020 (Paragraph 5)]

6 Revenue Budget Monitoring 2019/2020 – Housing and Technical Resources (HRA)

Decided:

- (1) that the breakeven position on Housing and Technical Resources' revenue budget (HRA), as detailed in Appendix A to the report, be noted;
- (2) that the forecast to 31 March 2020 of a breakeven position be noted; and
- (3) that the proposed budget virements be approved.

[Reference: Minutes of 5 February 2020 (Paragraph 6)]

7 Housing and Technical Resources – Workforce Monitoring – December 2019 and January 2020

Decided: that the employment information for December 2019 and January 2020 relating to Housing and Technical Resources be noted.

[Reference: Minutes of 5 February 2020 (Paragraph 7)]

8 Housing Allocation Policy – Local Letting Plans 2020/2021

Decided:

- (1) that the performance achieved through the Housing Allocation Policy against the 2019/2020 letting targets be noted;
- (2) that the 2020/2021 mainstream letting targets, as detailed in Appendix 3 to the report, be approved;
- (3) that the 2020/2021 sheltered letting targets, as detailed in Appendix 3 to the report, be approved;
- (4) that the Local Letting Initiatives, as detailed in Appendix 4 to the report, be approved; and
- (5) that the South Lanarkshire Letting Initiatives, as detailed in Appendix 5 to the report, be approved.

[Reference: Minutes of 20 March 2019 (Paragraph 12)]

9 South Lanarkshire Council Housing Rent Management Policy

Decided:

- (1) that the South Lanarkshire Council Housing Rent Management Policy, attached as Appendix 1 to the report, be endorsed;

- (2) that the draft Policy be submitted to the Executive Committee on 13 May 2020 for formal approval; and
- (3) that the Policy be implemented with effect from 1 September 2020.

[Reference: Minutes of the Executive Committee of 26 May 2010 (Paragraph 11)]

10 Acquisition of Houses at the Site of the Former Roadmeetings Hospital, Goremire Road, Carlisle – Planning Reference P/19/0567

Decided:

- (1) that the 14 completed affordable housing dwellings at the site of the former Roadmeetings Hospital, Goremire Road, Carlisle, be acquired from Persimmon Homes for the sum of £1,915,500 (including the cost of land), to fulfil the Planning obligations associated with the residential development of the site; and
- (2) that the Executive Director (Housing and Technical Resources) be granted delegated authority to authorise the transactions and, in consultation with the Head of Administration and Legal Services, conclude all matters in relation to the transactions in the best interests of the Council.

[Reference: Minutes of the Planning Committee of 10 September 2019 (Paragraph 7)]

11 Proposed Lease(s) of Ground at 2 Locations with Associated Servitude Rights of Access

Decided:

- (1) that SP Distribution Plc be granted a 99 year lease of ground at the 2 locations, as detailed in the report, to construct new electricity substations and the laying of cables and the grant of servitude rights of access subject to the main lease terms and conditions, as detailed in Section 4 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, if appropriate, be authorised to conclude all matters in respect of the grant of leases and enter into the necessary legal agreements on terms which were in the best interests of the Council.

[Reference: Minutes of 5 February 2020 (Paragraph 17) and Minutes of the Community and Enterprise Resources Committee of 4 February 2020 (Paragraph 8)]

12 Former Abington Primary School – Asset Transfer to Abington Community Development Group

Decided:

- (1) that the former Abington Primary School be leased to Abington Community Development Group, subject to the main lease terms and conditions, as detailed in Sections 4 and 5 of the report; and

- (2) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, if appropriate, 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.

13 Disposal of Land at East Whitlawburn, Cambuslang

Decided:

- (1) that the site at Western Road/Staffa Road, Whitlawburn, Cambuslang, extending to 2.1 hectares, or thereby, be disposed of to CCG (Scotland) Limited, or assignees or nominees, for the sum of £1,400,000, exclusive of VAT, and in terms of the principal conditions contained in Section 4 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, be authorised to conclude all other matters in respect of the disposal and enter into the necessary legal agreements on terms which were in the best interests of the Council.

[Reference: Minutes of 12 October 2016 (Paragraph 10)]

14 Disposal of Former Greenhills Sports Centre, Stroud Road, East Kilbride

Decided:

- (1) that the former Greenhills Sports Centre, Stroud Road, East Kilbride, extending to 3,683 square metres, or thereby, be disposed of to Merchant Homes Partnerships Limited, or assignees or nominees, for the sum of £504,000, exclusive of VAT, and in terms of the principal conditions contained in Section 4 of the report; and
- (2) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, be authorised to conclude all other matters in respect of the disposal and enter into the necessary legal agreements on terms which were in the best interests of the Council.

[Reference: Minutes of the Executive Committee of 25 September 2019 (Paragraph 6)]

15 Care Inspectorate Inspection of South Lanarkshire Council Housing Support Service

Decided: that the outcome of the inspection of the Council's housing support service by the Care Inspectorate, as detailed in the report, be noted.

[Reference: Minutes of 2 March 2016 (Paragraph 10)]

16 Delegated Authority Report - Update

Decided: that the transactions processed by delegated authority by Property Services during quarter 3 of 2019/2020, as detailed in the report, be noted.

[Reference: Minutes of 13 November 2019 (Paragraph 17)]

17 Urgent Business

There were no items of urgent business.

Report

3

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **17 June 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Capital Budget Monitoring 2019/2020 - Housing and Technical Resources (excl HRA)**

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 2019 to 28 February 2020

2. Recommendation(s)

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

- (1) that the Housing and Technical Resources' (excl HRA) capital programme of £7.310 million, and expenditure to date of £1.955 million, be noted; and
- (2) that the projected outturn of £4.6 million be noted.

3. Background

- 3.1. This is the fifth capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2019/2020.
- 3.2. The budget reflects the approved programme for the year (Executive Committee, 29 May 2019). It also includes budget adjustments approved by the Executive Committee during 2019/2020. There has been no change since the last report to this Committee.
- 3.3. The report details the financial position for Housing and Technical Resources in Appendix A.

4. Employee Implications

4.1. None.

5. Financial Implications

5.1. The total capital programme for Housing and Technical Resources (excl HRA) for 2019/2020 is £7.310 million.

5.2. 2019/2020 Outturn

As at period 12, the predicted spend position for this financial year, advised by Property Services, was anticipated to be an outturn of £4.6 million. This would be an underspend of £2.7 million. As reported to this Committee previously, this mainly reflects the anticipated timing of spend on a number of projects within multi-year programmes including Essential Services Accommodation (£0.6 million), Civic

Centre Fabric Upgrade, Prioritised Urgent Investment, Central Energy Efficiency Fund and Springhall Regeneration Project (Existing Cathkin Library Building), along with other minor movements. Funding for these projects will carry forward into next financial year.

- 5.3. The year-end position is currently being finalised and this will be reported to Executive Committee on the 24 June 2020. The ongoing implications of COVID-19, including the closure of construction sites in advance of the financial year end, have impacted on the level of capital spend achieved this financial year. This will be reported to the next Committee.
- 5.4. 2019/2020 Monitoring
Anticipated spend to date was £2.530 million, and £1.955 million has been spent. This represents a position of £0.575 million behind profile and this is due to the timing of project spend, which is reflected in the outturn position noted at section 5.2.
- 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 four 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 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)

Daniel Lowe
Executive Director (Housing and Technical Resources)

27 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Executive Committee, 29 May 2019
- ◆ Housing and Technical Resources Committee, 1 April 2020

List of Background Papers

- ◆ Financial ledger to 28 February 2020

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)

Ext: 2601 (Tel: 01698 452601)

E-mail: lorraine.o'hagan@southlanarkshire.gov.uk

South Lanarkshire Council
Capital Expenditure 2019-2020
Housing and Technical Resources Programme (excl HRA)
For Period 1 April 2019 – 28 February 2020

<u>Housing and Technical Resources (excl HRA)</u>	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Budget to Date £000	Actual Expenditure £000	2019/20 Outturn £000
Office Accommodation	8,830	(2,921)	0	5,909	2,168	1,526	4,160
Private Housing Scheme of Assistance	1,000	(1,000)	0	0	0	0	0
Other Housing	550	851		1,401	362	429	440
TOTAL	10,380	(3,070)	0	7,310	2,530	1,955	4,600

Report

4

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **17 June 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Capital Budget Monitoring 2019/2020 - Housing and Technical Resources (HRA)**

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 2019 to 28 February 2020

2. Recommendation(s)

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

- (1) that the Housing and Technical Resources' (HRA) capital programme of £61.835 million, and expenditure of £40.658 million, be noted.

3. Background

- 3.1. This is the fifth capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2019/2020.
- 3.2. The budget reflects the approved programme for the year, as approved at Executive Committee on 29 May 2019.
- 3.3. The report details the financial position for Housing and Technical Resources (HRA) on Appendix A.

4. Employee Implications

4.1. None.

5. Financial Implications

5.1. The Housing Capital programme for 2019/2020 totals £61.835 million and is detailed along with the funding sources at Appendix A to this report.

5.2. 2019/2020 Probable Outturn

In terms of the Housing Capital Programme, current estimates from Housing and Technical Resources suggest an outturn of £56.206 million. This is an underspend of £5.629 million and relates to the timing of spend, resulting in budget required in future years rather than in 2019/2020.

5.3. 2019/2020 Monitoring

Anticipated spend to 28 February 2020 was £43.341 million and £40.658 million has been spent. This represents expenditure of £2.683 million behind profile and reflects the timing of spend across a number of projects.

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 four 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 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)

Daniel Lowe

Executive Director (Housing and Technical Resources)

13 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Executive Committee, 13 May 2020
- ◆ Housing and Technical Resources Committee, 1 April 2020

List of Background Papers

- ◆ Financial ledger to 28 February 2020

Contact for Further Information

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

Hazel Goodwin, Finance Manager (Resources)

Ext: 2699 (Tel: 01698 452699)

E-mail: hazel.goodwin@southlanarkshire.gov.uk

	£m	£m
Anticipated Capital Expenditure 2019/20		61.835
Estimated Financing Position 2019/20		
Capital Receipts – Land Sales	0.000	
Capital Financed From Current Revenue	20.589	
Prudential Borrowing	28.715	
Specific Grant – Scottish Government New Council Houses	10.611	
Specific Grant – Scottish Government Buy Backs	1.800	
Specific Grant – Scottish Government Mortgage to Rent	0.120	
Other Income	0.000	
		<u>61.835</u>
Actual Expenditure to 28 February 2020		40.658
Actual Financing Position to 28 February 2020		
Capital Receipts – Land Sales	0.027	
Capital Financed From Current Revenue	20.589	
Prudential Borrowing	7.989	
Specific Grant – Scottish Government New Council Houses	10.147	
Specific Grant – Scottish Government Buy Backs	1.495	
Specific Grant – Scottish Government Mortgage to Rent	0.411	
Other Income	0.000	
		<u>40.658</u>

Report

5

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 June 2020
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Revenue Budget Monitoring 2019/2020 - Housing and Technical Resources (excl HRA)
----------	---

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 2019 to 28 February 2020 for Housing and Technical Resources (excl HRA)
- ♦ provide a forecast for the year to 31 March 2020

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' (excl HRA) revenue budget, as detailed in Appendix A of the report, and the financial forecast to 31 March 2020 of a breakeven position, be noted.

3. Background

- 3.1. This is the fifth revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2019/2020.
- 3.2. The Resource has completed its formal probable outturn exercise for the year. This exercise identifies the expected spend to 31 March 2020. Details are included in section 5.
- 3.3. The report details the financial position for Housing and Technical Resources (excl HRA) on Appendix A, and then details the individual services in Appendices B and C.

4. Employee Implications

4.1. None.

5. Financial Implications

5.1. **Probable Outturn:** Following the Council's formal Probable Outturn exercise, the financial forecast for the revenue budget to 31 March 2020 is a breakeven position after transfers to reserves of £0.253 million. The Resource position before any transfers to reserves is an underspend of £0.253 million.

- 5.2. The underspend before transfers to reserves within Housing Services is within the Homelessness budget. This is due to the timing of the Rapid Rehousing Transition Planning (RRTP) funding roll out. An allocation of £0.566 million has been made for 2019/2020, however, due to the timing of the allocation and the resultant implementation profile an underspend of £0.147 million is forecast. In addition, due to the temporary accommodation stock profile and good income collection within the Homelessness service, an underspend of £0.106 million is forecast, it is proposed to transfer these sums to reserves to fund future investment in the Homelessness service.
- 5.3. As at 28 February 2020, the financial forecast for the revenue budget to 28 February 2020 is a breakeven position after transfers to reserves of £0.242 million. There is an underspend of £0.242 million against the phased budget before any transfers to reserves.

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 Revenue Budget is that there is an overspend. The risk has been assessed as low given the detailed budget management applied across the Resources. The risk is managed through four 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.

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)

Daniel Lowe

Executive Director (Housing and Technical Resources)

13 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Housing and Technical Resources Committee, 1 April 2020

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 28 February 2020

Contact for Further Information

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

Hazel Goodwin, Finance Manager

Ext: 2699 (Tel: 01698 452699)

E-mail: Hazel.Goodwin@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 28 February 2020 (No.12)

Housing and Technical Resources Summary (excl HRA)

Budget Category	Annual Budget £000	Forecast for Year BEFORE Transfers £000	Annual Forecast Variance BEFORE Transfers £000	Annual Forecast Variance AFTER Transfers £000	Budget Proportion 28/02/20 £000	Actual 28/02/20 £000	Variance 28/02/20 £000		% Variance 28/02/20	Note
Employee Costs	42,099	41,894	205	165	37,602	37,140	462	under	1.2%	
Property Costs	19,835	19,861	(26)	(112)	18,219	17,988	231	under	1.3%	
Supplies & Services	14,078	13,494	584	584	11,138	10,777	361	under	3.2%	
Transport & Plant	4,602	4,070	532	532	4,029	3,793	236	under	5.9%	
Administration Costs	3,787	3,800	(13)	(13)	3,283	3,335	(52)	over	(1.6%)	
Payments to Other Bodies	8,295	8,266	29	29	7,337	7,346	(9)	over	(0.1%)	
Payments to Contractors	18,924	17,804	1,120	1,099	13,376	11,106	2,270	under	17.0%	
Transfer Payments	0	0	0	0	0	0	0	-	0.0%	
Financing Charges	154	142	12	12	140	187	(47)	over	(33.6%)	
Total Controllable Exp.	111,774	109,331	2,443	2,296	95,124	91,672	3,452	under	3.6%	
Total Controllable Inc.	(94,688)	(92,498)	(2,190)	(2,296)	(78,050)	(74,840)	(3,210)	under recovered	(4.1%)	
Net Controllable Exp.	17,086	16,833	253	0	17,074	16,832	242	under	(1.4%)	
Transfer to Reserves (as at 31/01/20)	0	253	(253)	0	0	242	(242)	under recovered		
Position After Transfers to Reserves (as at 31/01/20)	17,086	17,086	0	0	17,074	17,074	0	-	0.0%	

Variance Explanations

Variances are shown in Appendix B and C as appropriate.

Budget Virements

Virements are shown in Appendix B and C as appropriate.

Year End Transfers to Reserves

Year End Transfers to Reserves are shown in Appendix B and C as appropriate.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 28 February 2020 (No.12)

Housing Services

Budget Category	Annual Budget £000	Forecast for Year BEFORE Transfers £000	Annual Forecast Variance BEFORE Transfers £000	Annual Forecast Variance AFTER Transfers £000	Budget Proportion 28/02/20 £000	Actual 28/02/20 £000	Variance 28/02/20 £000		% Variance 28/02/20	Note
Employee Costs	2,711	2,615	96	56	2,419	2,285	134	under	5.5%	1
Property Costs	5,376	4,920	456	370	4,615	4,204	411	under	8.9%	2
Supplies & Services	155	164	(9)	(9)	111	105	6	under	5.4%	
Transport & Plant	122	78	44	44	108	69	39	under	36.1%	
Administration Costs	160	154	6	6	63	63	0	-	0.0%	
Payments to Other Bodies	3,713	3,674	39	39	3,272	3,268	4	under	0.1%	
Payments to Contractors	2,918	2,863	55	34	1,814	1,794	20	under	1.1%	
Transfer Payments	0	0	0	0	0	0	0	-	0.0%	
Financing Charges	10	11	(1)	(1)	11	26	(15)	over	(136.4%)	
Total Controllable Exp.	15,165	14,479	686	539	12,413	11,814	599	under	4.8%	
Total Controllable Inc.	(6,650)	(6,283)	(367)	(473)	(5,490)	(5,192)	(298)	under recovered	(5.4%)	3
Net Controllable Exp.	8,515	8,196	319	66	6,923	6,622	301	under	(4.3%)	
Transfer to Reserves (as at 31/01/20)	0	253	(253)	0		242	(242)	under recovered		i, ii
Position After Transfers to Reserves (as at 31/01/20)	8,515	8,449	66	66	6,923	6,864	59	under	(0.9%)	

Variance Explanations

1. The underspend in Employee Costs relates to the timing of RRTP funding being used to recruit additional homelessness staff. This will be transferred to reserves for use in future years, as noted below.
2. This underspend in Property costs relates to the change in profile of temporary accommodation and income collection rates ahead of forecast, as well as the timing of Furniture spend within the RRTP funding. This will be transferred to reserves for use in future years, as noted below.
3. The under recovery in rental income is due to the timing of properties becoming available for use as Homeless lets.

Budget Virements

None

Year End Transfers to Reserves £0.253m

- i. General Homelessness Reserves Transfer. £0.106m.
- ii. Rapid Re-Housing Transition Plan Reserves Transfer. £0.147m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 28 February 2020 (No.12)

Property Services

Budget Category	Annual Budget £000	Forecast for Year BEFORE Transfers £000	Annual Forecast Variance BEFORE Transfers £000	Annual Forecast Variance AFTER Transfers £000	Budget Proportion 28/02/20 £000	Actual 28/02/20 £000	Variance 28/02/20 £000		% Variance 28/02/20	Note
Employee Costs	39,388	39,279	109	109	35,183	34,855	328	under	0.9%	1
Property Costs	14,459	14,941	(482)	(482)	13,604	13,784	(180)	over	(1.3%)	2
Supplies & Services	13,923	13,330	593	593	11,027	10,672	355	under	3.2%	3
Transport & Plant	4,480	3,992	488	488	3,921	3,724	197	under	5.0%	4
Administration Costs	3,627	3,646	(19)	(19)	3,220	3,272	(52)	over	(1.6%)	
Payments to Other Bodies	4,582	4,592	(10)	(10)	4,065	4,078	(13)	over	(0.3%)	
Payments to Contractors	16,006	14,941	1,065	1,065	11,562	9,312	2,250	under	19.5%	5
Transfer Payments	0	0	0	0	0	0	0	-	0.0%	
Financing Charges	144	131	13	13	129	161	(32)	over	(24.8%)	
Total Controllable Exp.	96,609	94,852	1,757	1,757	82,711	79,858	2,853	under	3.4%	
Total Controllable Inc.	(88,038)	(86,215)	(1,823)	(1,823)	(72,560)	(69,648)	(2,912)	under recovered	(4.0%)	6
Net Controllable Exp.	8,571	8,637	(66)	(66)	10,151	10,210	(59)	over	0.6%	
Transfer to Reserves (as at 31/01/20)	0	0	0	0			0	-		
Position After Transfers to Reserves (as at 31/01/20)	8,571	8,637	(66)	(66)	10,151	10,210	(59)	over	0.6%	

Variance Explanations

1. The variance in Employee Costs relates to vacancies which are actively being recruited, or are still under consideration whilst service requirements are determined.
2. Estates bad debt provision is forecast to be higher than budget due to the level of bad debts being experienced in shopping centre leases.
3. The level of materials required varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
4. The level of plant and scaffolding varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
5. The underspend reflects the level of contractor payments which varies depending on current workload demands and timing of works on a wide variety of capital and revenue works. This is partially offset by the requirement to purchase external professional services within the Projects team, to meet current service demands.
6. 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 projects.

Budget Virements

None

Report

6

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **17 June 2020**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Revenue Budget Monitoring 2019/2020 - Housing and Technical Resources (HRA)**

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 2019 to 28 February 2020 for Housing and Technical Resources (HRA)
- ♦ provide a forecast for the year to 31 March 2020

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, and the forecast to 31 March 2020 of a breakeven position, be noted; and
- (2) that the proposed budget virements be approved.

3. Background

- 3.1. This is the fifth revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2019/2020.
- 3.2. The report details the financial position for Housing and Technical Resources (HRA) on Appendix A.

4. Employee Implications

4.1. None.

5. Financial Implications

- 5.1. **Probable Outturn:** Following the Council's formal Probable Outturn exercise, the forecast for the budget to 31 March 2020 is a breakeven position.
- 5.2. As at 28 February 2020, there is a breakeven position against the phased budget.

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 Revenue Budget is that there is an overspend. The risk has been assessed as low given the detailed budget management applied across the Resources. The risk is managed through four 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.

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)

Daniel Lowe

Executive Director (Housing and Technical Resources)

13 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Housing and Technical Resources Committee, 1 April 2020

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 28 February 2020

Contact for Further Information

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

Hazel Goodwin, Finance Manager

Ext: 2699 (Tel: 01698 452699)

E-mail: Hazel.Goodwin@southlanarkshire.gov.uk

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 28 February 2020 (No.12)

Housing Revenue Account

Budget Category	Annual Budget £000	Forecast for Year £000	Annual Forecast Variance £000	Budget Proportion 28/02/20 £000	Actual 28/02/20 £000	Variance 28/02/20 £000		% Variance 28/02/20	Note
Employee Costs	13,526	12,785	741	12,087	11,519	568	under	4.7%	1
Property Costs	44,604	44,435	169	34,604	34,339	265	under	0.8%	2
Supplies & Services	1,475	1,475	0	746	733	13	under	1.7%	
Transport & Plant	195	195	0	183	182	1	under	0.5%	
Administration Costs	5,702	5,656	46	519	475	44	under	8.5%	
Payments to Other Bodies	3,174	3,126	48	22	22	0	-	0.0%	
Payments to Contractors	100	105	(5)	90	103	(13)	over	(14.4%)	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	20,589	20,599	(10)	20,656	20,677	(21)	over	(0.1%)	
Total Controllable Exp.	89,365	88,376	989	68,907	68,050	857	under	1.2%	
Total Controllable Income	(101,921)	(101,727)	(194)	(82,632)	(82,519)	(113)	under recovered	0.1%	3
Transfer to/(from) Balance Sheet	(2,608)	(1,813)	(795)	(2,407)	(1,663)	(744)	under recovered	30.9%	4
Net Controllable Exp.	(15,164)	(15,164)	0	(16,132)	(16,132)	0	-	0.0%	
Loan Charges	15,164	15,164	0	0	0	0	-	0.0%	
Net Controllable Exp.	0	0	0	(16,132)	(16,132)	0	-	0.0%	

Variance Explanations

1. The variance in Employee Costs relates to an underspend in pension contributions and vacancies, which are being actively recruited or are still under consideration whilst service requirements are determined.
2. The variance in Property Costs is due to repairs and grounds maintenance work which is a demand led service and is currently higher than budget. This is offset by an underspend in bad debt provision due to the demands following the roll out of Universal Credit and better than expected collection rates for rental income.
3. The overall under recovery in rental income is impacted by the timing of new build completions.
4. The net impact of the underspends within the service has resulted in a reduced requirement to drawdown from reserves in the current financial year.

Budget Virements

None

Report

7

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 June 2020
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Housing and Technical Resources – Workforce Monitoring – February to April 2020
----------	--

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide employment information for February to April 2020 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 February to April 2020 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 14 March 2020

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 February to April 2020.

4. Monitoring Statistics

4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of April 2020 for Housing and Technical Resources.

The Resource absence figure for April 2020 was 3.8%. This figure has decreased by 1.9% when compared to the previous month and is 0.6% lower than the Council-wide figure. Compared to April 2019, the Resource absence figure has decreased by 1.2%.

Based on the absence figures at April 2020 and annual trends, the projected annual average absence for the Resource for 2020/2021 is 3.8%, compared to a Council-wide average figure of 4.4%.

For the financial year 2020/2021, the projected average days lost per employee equates to 9.4 days, compared with the overall figure for the Council of 10.6 days per employee.

The attendance information contained in this report includes absences as a result of Covid-19, as these began to impact on attendance figures in March. As expected, respiratory absences increased in April, however, Resource and Council absence rates decreased from the March figure.

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 work 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 137 referrals were made this period. This represents a decrease of 59 when compared with the same period last year.

4.3. Accident/Incident Statistics (Appendix 2)

There were 5 accidents/incidents recorded within the Resource this period, a decrease of 9 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, a decrease of 2 when compared to last year. During this period, no appeals were heard by the Appeals Panel. No grievance hearings were held within the Resource. This figure remains unchanged when compared to the same period last year. No Dignity at Work complaints were raised within the Resource. This figure has decreased by 1 when compared to the same period last year.

4.5. Analysis of Leavers (Appendix 2)

There were a total of 7 leavers in the Resource this period eligible for an exit interview. This figure has decreased by 2 when compared with the same period last year. One exit interview was conducted.

4.6. From September 2019, 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 three 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 February to April 2020, 19 employees in total left employment (16.36 FTE) and following consideration of the post and future workload requirements, managers indicated that all posts are being filled.

4.8. The reconciliation figure from April 2019 to March 2020 shows that there were 89 vacant posts in the Resource (79.01 FTE), of which 87 (77.32 FTE) were being filled through a recruitment process, 1 (1.00 FTE) was being held pending the conclusion of the savings discussions and the budget for the one remaining post (0.69 FTE) was transferred to another post. It should be noted that some of the posts which are currently going through the recruitment process may be covered at the present time on a fixed term basis until recruitment has been completed.

5. Staffing Watch

5.1. There has been a decrease of 15 in the number of employees in post from 14 December 2019 to 14 March 2020.

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 sustainability or 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)

Daniel Lowe

Executive Director (Housing and Technical Resources)

19 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ 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, 1 April 2020

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:-

Janet McLuckie, Personnel Officer

Ext: 4239 (Tel: 01698 454239)

E-mail: Janet.McLuckie@southlanarkshire.gov.uk

ABSENCE TRENDS - 2018/2019, 2019/2020 & 2020/2021
Housing & Technical Resources

APT&C				Manual Workers				Resource Total				Council Wide							
	2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021		2018 / 2019	2019 / 2020	2020 / 2021				
April	3.9	3.9	4.1	April	6.5	6.7	3.5	April	4.9	5.0	3.8	April	4.1	4.0	4.4				
May	3.6	4.2		May	6.5	5.1		May	4.8	4.5		May	4.2	4.4					
June	4.0	4.8		June	6.2	5.0		June	4.9	4.9		June	4.3	4.4					
July	3.7	4.1		July	6.3	5.4		July	4.8	4.6		July	3.4	3.4					
August	4.1	4.0		August	5.5	5.7		August	4.6	4.7		August	3.6	3.7					
September	4.5	4.4		September	6.2	5.8		September	5.2	5.0		September	4.4	4.5					
October	4.3	4.3		October	5.9	6.6		October	4.9	5.2		October	4.4	4.6					
November	4.8	5.5		November	6.5	6.1		November	5.5	5.7		November	5.1	5.5					
December	4.4	5.2		December	6.5	6.3		December	5.3	5.6		December	4.8	5.7					
January	4.2	5.8		January	7.0	5.9		January	5.3	5.8		January	4.9	5.3					
February	4.2	5.8		February	6.6	5.7		February	5.2	5.8		February	5.2	5.6					
March	4.2	5.1		March	7.3	6.5		March	5.5	5.7		March	4.9	6.2					
Annual Average	4.2	4.8	4.1	Annual Average	6.4	5.9	3.5	Annual Average	5.1	5.2	3.8	Annual Average	4.4	4.8	4.4				
No of Employees at 30 April 2020				873	No of Employees at 30 April 2020				567	No of Employees at 30 April 2020				1440	No of Employees at 30 April 2020				15737

For the financial year 2020/21, the projected average days lost per employee equates to 9.4 days.

HOUSING AND TECHNICAL RESOURCES

	Feb-Apr 2019	Feb-Apr 2020
MEDICAL EXAMINATIONS		
Number of Employees Attending	74	50
EMPLOYEE COUNSELLING SERVICE		
Total Number of Referrals	18	14
PHYSIOTHERAPY SERVICE		
Total Number of Referrals	77	40
REFERRALS TO EMPLOYEE SUPPORT OFFICER		
	22	29
REFERRALS TO COGNITIVE BEHAVIOUR THERAPY		
	5	4
TOTAL	196	137

CAUSE OF ACCIDENTS/INCIDENTS	Feb-Apr 2019	Feb-Apr 2020
Over 7 day absences	5	1
Over 3 day absences**	1	0
Minor	2	4
Near Miss	1	0
Violent Incident: Verbal*****	5	0
Total Accidents/Incidents	14	5

*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.

**Over 3 day / over 7 day absence is an injury sustained outwith specified injury category that results in a period of absence of absence as defined by the HSE.

***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.

****Physical violent incidents are included in the "Specified" figures, where applicable, to provide the "Total Specified" figures.

****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.

****Physical Violent Incidents and ***** Verbal Violent Incidents are included in the "Minor" figures, where applicable, to provide the "Total Minor" figures.

RECORD OF DISCIPLINARY HEARINGS	Feb-Apr 2019	Feb-Apr 2020
Total Number of Hearings	3	1

Time Taken to Convene Hearing Feb - Apr 2020

0-3 Weeks
0

4-6 Weeks
1

Over 6 Weeks
0

RECORD OF GRIEVANCE HEARINGS	Feb-Apr 2019	Feb-Apr 2020
Number of Grievances	0	0

RECORD OF DIGNITY AT WORK	Feb-Apr 2019	Feb-Apr 2020
Number of Incidents	1	0
Number Resolved at Formal Stage	1	0

ANALYSIS OF REASONS FOR LEAVING	Feb-Apr 2019	Feb-Apr 2020
Career Advancement	0	1
Other	1	0
Number of Exit Interviews conducted	1	1

Total Number of Leavers Eligible for Exit Interview	9	7
---	---	---

Percentage of interviews conducted	11%	14%
------------------------------------	-----	-----

	Feb 2020 - Apr 2020		Reconciliation figure		Cumulative total (Apr 20 - Mar 21)	
			Apr 2019 - Mar 2020			
	FTE*	H/C**	FTE	H/C	FTE	H/C
Terminations/Leavers	16.36	19	79.01	89.00	4.03	5
Being replaced	16.36	0	77.32	87.00	0.00	0
Held pending savings	0.00	0	1.00	1.00	0.00	0
Filled on fixed term basis	0.00	0	0.00	0.00	0.00	0
Budget transfer to other post	0.00	0	0.69	1.00	0.00	0
End of fixed term contract	0.00	0	0.00	0.00	0.00	0

* Full time equivalent

** Head count/number of employees

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

1. As at 14 March 2020

Total Number of Employees									
MALE		FEMALE		TOTAL					
F/T	P/T	F/T	P/T						
834	26	305	130	1295					
*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	202.72	643.39	347.80	32.46	11.00	2.00	0.00	0.00	1240.37

1. As at 14 December 2019

Total Number of Employees									
MALE		FEMALE		TOTAL					
F/T	P/T	F/T	P/T						
851	24	304	131						
1310									
*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	203.45	648.24	356.08	35.86	10.00	2.00	0.00	0.00	1256.63

Report

8

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 June 2020
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Homelessness - Unsuitable Accommodation Order
-----------------	--

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on the extension of the Homeless Persons (Unsuitable Accommodation) (Scotland) Order and highlight the impact which is anticipated within South Lanarkshire

2. Recommendation(s)

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

- (1) that the extension of the Homeless Persons (Unsuitable Accommodation) (Scotland) Order and its anticipated impact within South Lanarkshire be noted.

3. Background

- 3.1. On 5 May 2020 the Scottish Government extended the Homeless Persons (Unsuitable Accommodation) (Scotland) Order 2014 to cover all households. Previously the order required that families with children and pregnant women were not placed in unsuitable accommodation such as Bed and Breakfast for more than 7 days.
- 3.2. The extension of the order followed a consultation in May 2019 by the Scottish Government on proposals to improve temporary accommodation standards across Scotland. The Council responded to this consultation, which sought views on changing the unsuitable accommodation order, alongside introducing advisory and enforceable standards for temporary accommodation.
- 3.3. In relation to the changes to the Unsuitable Accommodation Order, the Council's response:-
- ◆ agreed with the proposal to extend the 7 day restriction to all homeless households from an agreed date, and that the same definition should apply to all households
 - ◆ suggested that current exceptions should remain and extend to emergency/first stop cluster accommodation managed by the local authority or partner agencies with 24 hour staff support available
 - ◆ suggested that adequate support and notice period be provided for local authorities to assist them in adapting to the changes

- 3.4. The Scottish Government initially indicated that the Order would commence in May 2021 however, this is now been revised and the Order will now become effective from 30 September 2020 (the date specified in legislation for the end of the COVID-19 emergency restrictions).
- 4. Proposed permanent changes and implications for the Council**
- 4.1. Historically the council performs well in relation to compliance with the Order and makes minimal use of Bed and Breakfast style accommodation, indeed:-
- ◆ in 2019/2020 the Council only used B&B on 27 occasions
 - ◆ there has been only 1 breach of the order over the past 4 years
- 4.2. It had not initially been anticipated that extending the order to all households would have any significant impact for the Council, although it had been noted that its impact will be significant in other areas where extensive use is made of Bed and Breakfast accommodation.
- 4.3. However, the commencement of the order, immediately after the end of the emergency legislation in October, takes no account of likely changes in homelessness demand due to the pandemic nor the restrictions in access to housing. Since April, there has been a consistent level of homeless presentations and this is anticipated to increase. While at the same time there has been a significant reduction in turnover of available temporary and permanent housing stock. This has resulted in an increased need for B&B use. In this context, while steps are being taken to try to meet both the ongoing demand and the new requirements, it is now expected that South Lanarkshire may face some challenges meeting the requirements by the set date.
- 4.4. In addition to extending the order to cover all households the order made a number of other key changes, these are summarised in the table below alongside the anticipated implications for South Lanarkshire:-

Area	Change	Implications for South Lanarkshire
Definition of unsuitable accommodation	<p>This has been expanded to include:</p> <ul style="list-style-type: none"> • accommodation which does not meet minimum safety standards; • accommodation which is not within reasonable distance of any member of the household's employment, taking into account the availability of public transport; and • accommodation which is not suitable for children to visit, when a member of the household has parental rights. 	<ul style="list-style-type: none"> • Little or no impact anticipated from this change.

Area	Change	Implications for South Lanarkshire
Criteria for defining unsuitable accommodation	<p>Accommodation will not be deemed to be unsuitable if it is:</p> <ul style="list-style-type: none"> shared tenancy accommodation, defined as accommodation which is not large scale and is provided to residents on a temporary basis pending placement in settled accommodation; and in which each resident has his or her own bedroom; rapid access accommodation, defined as emergency temporary accommodation for people with nowhere to stay and which provides on-site homelessness and support assessments; and supports residents to access specialist services; community hosting, defined as the provision of a spare room and other support by a member of the community to a homeless household in crisis for a short period of time. 	<ul style="list-style-type: none"> This change is positive and confirms that the council's First Stop accommodation can be included within the 'rapid access accommodation'.

- 4.5. As a result of the COVID-19 restrictions, a number of temporary changes have also been made. These are not contained within the amended 2020 Order, however, came into immediate effect in accordance with the Coronavirus (Scotland) Act 2020, and include:-

Area	Change	Implications for South Lanarkshire
Use of B&B accommodation	Changed to specifically allow for the use of hotel and B&B accommodation where that would be the best option for people to self-isolate and adhere to physical distancing guidelines.	Until the outbreak, the council's use of B&B accommodation remained minimal. Current use is higher as a result of the outbreak, however we anticipate that this will again reduce as alternative temporary accommodation options are put in place. It is expected that the use of B&B's will again be minimal by October 2020.

5. Next Steps

- 5.1. The Scottish Government has set up a working group, jointly chaired by the Minister for Local Government, Housing and Planning and the Chair of the COSLA Community Wellbeing Board, to support the implementation of the new provisions and to consider what can be done to assist local authorities to meet the requirements. South Lanarkshire Council is represented on this group by the Chair of Housing and Technical Resources Committee and the Head of Housing Services.

- 5.2. A wide range of work has been undertaken to increase the availability of temporary accommodation within South Lanarkshire to meet the particular demand over the period of the COVID 19 restrictions. This has included working with RSL partners , the University of the West of Scotland and others to increase supply. Opportunities to further develop supply to meet variations in demand will continue to be progressed with a specific focus on supporting compliance with the revised order.

6. Employee Implications

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

7. Financial Implications

- 7.1. There are no financial implications as a result of 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. There are no additional risks associated with 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 or consultation is required.

Daniel Lowe

Executive Director (Housing and Technical Resources)

9 June 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Focused on people and their needs
- ◆ Protect vulnerable children, young people and adults
- ◆ Deliver better health and social care outcomes for all
- ◆ Improve the quality, access and availability of housing
- ◆ Work with communities and partners to promote high quality thriving and sustainable communities

List of Background Papers

- ◆ South Lanarkshire Rapid Rehousing Transition Plan 2019-24, Housing and Technical Resources Committee Report, 23 January 2019

Contact for Further Information

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

Jackie Fernie, Homelessness and Housing Support Manager

Phone: 0141 584 2711

Email: jacqueline.fernier@southlanarkshire.gov.uk

Report

9

Report to:	Housing and Technical Resources Committee
Date of Meeting:	17 June 2020
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Proposed Lease of Student Residencies at Barrack Street, Hamilton from the University of the West of Scotland
----------	--

1. Purpose of Report

1.1. The purpose of the report is to:

- ♦ advise on action taken, in terms of Standing Order No 36(c) in view of the timescales involved, by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, due to the pressure on the Homeless Service arising from the current Covid 19 Emergency, to enter into an agreement with the University of the West of Scotland (UWS) for the use of accommodation within the student residencies at Barrack Street, Hamilton

2. Recommendation(s)

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

- (1) that the action taken, in terms of Standing Order No 36(c) by the Executive Director (Housing and Technical Resources), in consultation with the Chair and an ex officio member, to enter into lease arrangements with the University of the West of Scotland for 50 units of student accommodation at Barrack Street, Hamilton on the main terms and conditions outlined in Section 4 be noted;
- (2) that, if necessary due to further increases in demand, arrangements can be entered into for additional units; and
- (3) that the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, if appropriate, be authorised to conclude all matters in respect of the grant of lease and to enter into the necessary legal agreements on terms which are in the best interests of the Council.

3. Background

3.1. As the wider impacts of Covid 19 take effect, the Council still has a statutory duty to provide suitable temporary accommodation to homeless households. During the period that national government and Public Health restrictions have been in place demand for temporary accommodation from homeless households has continued. With the restrictions that have been introduced, including social distancing and the closure of non-essential businesses there has been a decline in the availability of suitable accommodation which has made meeting this demand a challenge.

3.2. Action has been taken to support the provision of accommodation:-

- ◆ progressing remedial work to empty Council properties
- ◆ leasing additional temporary stock from Housing Associations and the private sector
- ◆ utilising hotel accommodation

3.3. In order to meet the continued demand and pressure for temporary accommodation, it is proposed that the Council's portfolio of temporary and Emergency First Stop accommodation is enhanced further. To take this forward the Council has engaged with the University of the West of Scotland, who currently has student residencies at Barrack Street, Hamilton consisting of 147 units. It is anticipated that the residencies, which are due to be replaced by a new facility at Caird Street as of September 2020, will be available from mid May 2020.

3.4. The discussions to date have concluded with an agreement in principle for the Council to take over 50 of the units for use by the Homelessness Service. UWS will continue to be responsible for the maintenance and management for the whole property.

3.5. The Salvation Army, a specialist support provider, will be commissioned to deliver the management and housing support services required for the units occupied by the council, providing a staff presence 24 hours per day. A bid of £100,000 has been submitted by The Salvation Army to the Scottish Government's 3rd sector fund for this purpose with additional sources of funding currently being sourced.

4. Proposal

4.1. It is proposed that the terms and conditions of the agreement will be as follows:-

- ◆ the Council will lease 50 units of accommodation
- ◆ the rental will be £85 per week per unit, which is inclusive of utilities and building maintenance
- ◆ the arrangement will run for a period of 6 months with the facility to extend for a further period if necessary
- ◆ UWS will be responsible for all building maintenance, repairs and legislative compliance
- ◆ the Council will commission a management company to run the day to day operations for the Homeless Service

5. Employee Implications

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

6. Financial Implications

6.1. There will be additional costs to the Council in delivering increased 1st stop homeless accommodation, however it is anticipated these will be offset through collection of rent, UK and Scottish Government funding assistance to 3rd sector organisations.

6.2. The proposed net cost of the accommodation is significantly lower than alternative options in the private sector.

7. Climate Change, Sustainability and Environmental Implications

7.1. There are no climate change, sustainability or environmental implications arising from this proposal.

8. Other Implications

- 8.1. Failure to provide suitable temporary accommodation would result in a statutory breach and a failure to meet priorities set out in the Council's Local Housing Strategy.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. Consultation has been undertaken with a range of partners including Planning and NHS Lanarkshire.
- 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.

Daniel Lowe

Executive Director (Housing and Technical Resources)

18 May 2020

Link(s) to Council Values/Ambitions/Objectives

- ◆ Improve the quality, access and availability of housing
- ◆ Improve the lives of vulnerable children, young people and adults
- ◆ Tackle disadvantage and deprivation

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:-

Joanne Forbes, Property Services Manager (Asset and Estates)

Ext: 5139 (Tel: 01698 455139 or 07795 090569)

E-mail: joanne.forbes@southlanarkshire.gov.uk

