



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 22 June 2021

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, 30 June 2021
Time: 10:00
Venue: By Microsoft Teams,

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, Janine Calikes, Graeme Campbell, Andy Carmichael, Maureen Chalmers, Gerry Convery, Margaret Cooper, 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, 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 Minutes of Previous Meeting

5 - 12

Minutes of the meeting of the Housing and Technical Resources Committee held on 5 May 2021 submitted for approval as a correct record. (Copy attached)

Monitoring Item(s)

3 Revenue Budget Monitoring 2020/2021 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))

13 - 18

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

4 Revenue Budget Monitoring 2020/2021 - Housing and Technical Resources - Housing Revenue Account (HRA)

19 - 22

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

5 Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources - Housing Revenue Account (HRA)

23 - 26

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

6 Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))

27 - 32

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

7 Capital Budget Monitoring 2020/2021 - Housing and Technical Resources (excl Housing Revenue Account)

33 - 36

Joint report dated 9 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

8 Capital Budget Monitoring 2020/2021 - Housing and Technical Resources (Housing Revenue Account)

37 - 40

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

9 Capital Budget Monitoring 2021/2022 - Housing and Technical Resources (excl Housing Revenue Account)

41 - 44

Joint report dated 9 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

10 Capital Budget Monitoring 2021/2022 - Housing and Technical Resources (Housing Revenue Account)

45 - 48

Joint report dated 1 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

11 Housing and Technical Resources – Workforce Monitoring – March to April 2021 49 - 56

Joint report dated 26 May 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

Item(s) for Decision

12 Annual Review of the South Lanarkshire Rapid Rehousing Transition Plan 2020/2021 57 - 114

Report dated 7 June 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

13 Sale of Properties to West Whitlawburn Housing Co-operative Limited 115 - 118

Report dated 7 June 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

14 Proposed Lease of Ground at Old Mill Road, Car Park, East Kilbride with Associated Servitude Right of Access in Favour of Murphy Power Distribution Limited 119 - 122

Report dated 2 June 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

15 Douglas West Woodland – Asset Transfer to Douglasdale REAL Group 123 - 128

Report dated 15 June 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

16 Property Compliance Officers 129 - 132

Joint report dated 7 June 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources). (Copy attached)

Item(s) for Noting

17 Notification of Contracts Awarded - 1 January 2021 to 21 May 2021 133 - 140

Report dated 21 May 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

18 Delegated Authority Report – Update 141 - 144

Report dated 1 June 2021 by the Executive Director (Housing and Technical Resources). (Copy attached)

Urgent Business

19 Urgent Business

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

For further information, please contact:-

Clerk Name: Pauline MacRae

Clerk Telephone: 01698 454108

Clerk Email: pauline.macrae@southlanarkshire.gov.uk

HOUSING AND TECHNICAL RESOURCES COMMITTEE

2

Minutes of meeting held via Microsoft Teams on 5 May 2021

Chair:

Councillor Josh Wilson

Councillors Present:

Councillor Robert Brown, Councillor Archie Buchanan, Councillor Janine Calikes, Councillor Stephanie Callaghan (Depute), Councillor Graeme Campbell, Councillor Andy Carmichael, Councillor Maureen Chalmers, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Poppy Corbett, Councillor Maureen Devlin, Councillor Allan Falconer, Councillor Grant Ferguson, Councillor Alistair Fulton, Councillor Geri Gray, Councillor Eric Holford, Councillor Mark Horsham (*substitute for Councillor Collette Stevenson*), Councillor Martin Lennon, Councillor Eileen Logan, Councillor Colin McGavigan, Councillor Mo Razzaq, Councillor David Shearer, Councillor Jared Wark

Councillors' Apologies:

Councillor George Greenshields, Councillor John Ross (ex officio), Councillor Collette Stevenson

Attending:

Finance and Corporate Resources

M M Cairns, Legal Services Manager; J Davitt, Public Relations Team Leader; H Goodwin, Finance Manager (Resources); E Maxwell, Human Resources Business Partner; P MacRae, Administration Adviser; L O'Hagan, Finance Manager (Strategy); L Wyllie, Administration Assistant

Housing and Technical Resources

D Lowe, Executive Director; A Finnan, Head of Housing Services; F McCafferty, Head of Property Services

Order of Business

The Committee decided: that the items of business be dealt with in the order minuted below.

1 Proposed Lease of Ground at Overtoun Park, Rutherglen to Rutherglen Lawn Tennis Club Limited

The Chair advised that a number of representations had been received in respect of the proposed lease of ground at Overtoun Park, Rutherglen to Rutherglen Lawn Tennis Club Limited. To allow officers to fully consider the issues raised and consult with local members, it was proposed that consideration of the item be deferred to a future meeting of the Committee.

The Committee decided: that consideration of the proposed lease of ground at Overtoun Park, Rutherglen to Rutherglen Lawn Tennis Club Limited be deferred to a future meeting of the Committee.

2 Declaration of Interests

No interests were declared.

3 Minutes of Previous Meeting

The minutes of the meeting of the Housing and Technical Resources Committee held on 17 February 2021 were submitted for approval as a correct record.

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

4 Capital Budget Monitoring 2020/2021 – Housing and Technical Resources (excl HRA)

A joint report dated 14 April 2021 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 2020 to 26 February 2021.

At its meeting on 17 February 2021, the Committee had noted that the budget for the Housing and Technical Resources' capital programme for the financial year 2020/2021, including carry forward, was £6.529 million. There had been no changes to this budget allocation since the last meeting. Spend to 26 February 2021 amounted to £1.919 million.

Details of the financial position for the Housing and Technical Resources' capital programme to 26 February 2021 were given in Appendix A to the report.

The predicted outturn position for 2020/2021, advised by Property Services, was £4.565 million. This represented an underspend of £1.964 million which, in the main, reflected the anticipated timing of spend on a number of projects, resulting in the budget being required in 2021/2022 rather than 2020/2021.

The progression of a number of those projects had been impacted by the ongoing lockdowns due to COVID-19. This included projects within multi-year programmes including Prioritised Urgent Investment, Central Energy Efficiency Fund, Civic Centre Fabric Upgrade, Essential Services Fabric Upgrade together with the Gypsy Traveller Site project at Swinhill. Any underspend on those projects, together with funding, would be carried forward into the next financial year.

The year-end position was currently being finalised and this would be reported to the Executive Committee on 23 June 2021. The ongoing implications of COVID-19 continued to have an impact on the level of capital spend achieved in the current financial year. The final position would be reported to the next meeting of the Housing and Technical Resources Committee on 30 June 2021.

The Committee decided:

- (1)** that the Housing and Technical Resources' capital programme (excl HRA) of £6.529 million and expenditure to 26 February 2021 of £1.919 million be noted; and
- (2)** that the projected outturn of £4.565 million be noted.

[Reference: Minutes of 17 February 2021 (Paragraph 3) and Minutes of the Executive Committee of 28 April 2021 (Paragraph 3)]

5 Capital Budget Monitoring 2020/2021 – Housing and Technical Resources (HRA)

A joint report dated 30 March 2021 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 2020 to 26 February 2021.

The Housing Capital Programme for 2020/2021 of £48.172 million was detailed in Appendix A to the report. The delivery of the original HRA Capital Programme for 2020/2021 had been affected by COVID-19 restrictions. At its meeting on 23 September 2020, the Executive Committee approved a revised programme which reflected the modified timescales and costs of the programming and undertaking of works during lockdown.

Expenditure to 26 February 2021 was £36.015 million, which included higher costs reflecting an element of fixed overheads from Property Services that required to be recovered.

The Committee decided: that the revised Housing and Technical Resources' capital programme (HRA) of £48.172 million and expenditure to 26 February 2021 of £36.015 million be noted.

[Reference: Minutes of 25 November 2020 (Paragraph 4) and Minutes of the Executive Committee of 10 February 2021 (Paragraph 4)]

6 Revenue Budget Monitoring 2020/2021 – Housing and Technical Resources (excl HRA)

A joint report dated 30 March 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted advising of actual expenditure against the revenue budget for the period 1 April 2020 to 26 February 2021 for Housing and Technical Resources (excl HRA) and providing a forecast for the year to 31 March 2021.

As at 31 March 2021, an overspend of £2.247 million had been forecast against the annual budget, comprised of an overspend of £1.265 million due to COVID-19, partially offset by an underspend of £0.018 million due to reduced printing costs and under recovery of income of £1.000 million, due to COVID-19, for Property Services costs which would not be fully recovered.

This was an increase of £1.100 million from the previously reported figure to reflect the £1.000 million reduced income for Property Services and £0.100 million of additional tenancy sustainment expenditure, both of which were directly as result of the pandemic, the costs of which were being met from the Council's COVID-19 funding.

As at 26 February 2021, there was an overspend of £1.784 million against the phased budget. This was as a result of additional expenditure in relation to the COVID-19 response, including additional expenditure for temporary accommodation costs for homeless people and the cost of additional Health and Safety measures for employees and service users.

An additional £0.282 million of Rapid Rehousing Transition Plan funding had been allocated as a redetermination of General Revenue Grant. The funding would be used to support the delivery and implementation of the South Lanarkshire Rapid Rehousing Transition Plan (RRTP) 2019 to 2024. Confirmation had been received from the Scottish Government that unspent sums could be carried forward to 2021/2022. It was proposed to transfer to reserves any RRTP balance at the year-end, to continue the delivery of the Plan.

Further details on variances for individual services and budget virements were provided in the appendices to the report.

The Committee decided:

- (1) that the overspend of £1.784 million at 26 February 2021 on the Housing and Technical Resources' revenue budget (excl HRA), as detailed in Appendix A to the report, be noted;
- (2) that the forecast to 31 March 2021 of an overspend position of £2.247 million be noted; and
- (3) that the proposed budget virements be approved.

[Reference: Minutes of 17 February 2021 (Paragraph 5) and Minutes of the Executive Committee of 28 April 2021 (Paragraph 4)]

7 Revenue Budget Monitoring 2020/2021 – Housing and Technical Resources (HRA)

A joint report dated 30 March 2021 by the Executive Directors (Finance and Corporate Resources) and (Housing and Technical Resources) was submitted comparing actual expenditure for the period 1 April to 26 February 2021 against budgeted expenditure for the Housing and Technical Resources' revenue budget (HRA) and providing a forecast for the year to 31 March 2021.

A breakeven position on the HRA was reported at 26 February 2021 with the budget to 31 March also forecast to show a breakeven position. This reflected the impact of COVID-19 being managed within the overall HRA finances.

The impact of COVID-19 on the budget continued to be monitored, including the impact on repairs which had varied throughout the year. Rental debt continued to be at higher levels in comparison to previous years which would require increased bad debt provision levels at the end of the year. Annual rental income projections for the year were lower as a result of delayed completion of new build properties.

Details of proposed virements were provided in Appendix A to the report.

Property Services continued to incur non variable costs, an element of which required to be offset by income recovery.

The Committee 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 2021 of a breakeven position be noted; and
- (3) that the proposed budget virements be approved.

[Reference: Minutes of 17 February 2021 (Paragraph 6) and Minutes of the Executive Committee of 28 April 2021 (Paragraph 4)]

8 Housing and Technical Resources – Workforce Monitoring – January and February 2021

A joint report dated 15 March 2021 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 January and February 2021:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ staffing watch as at 12 December 2020

There followed a full discussion during which officers responded to members' questions on:-

- ◆ provision of lateral flow COVID test kits to relevant sectors of the workforce within Housing and Technical Resources
- ◆ consideration of service delivery in tandem with agile ways of working
- ◆ method of conducting exit interviews

With regard to the provision of lateral flow COVID test kits, the Council provided those to a limited sector of the workforce, however, they were available, free of charge, from the Scottish Government website or could be collected from testing centres. A global communication would be sent out to the workforce advising of the availability of the tests.

The Committee decided: that the report be noted.

[Reference: Minutes of 17 February 2021 (Paragraph 7)]

Councillors Buchanan and Holford joined the meeting during consideration of this item of business

9 Lease of 2 to 16 Milton Road, College Milton, East Kilbride to Distell International Limited

A report dated 16 April 2021 by the Executive Director (Housing and Technical Resources) was submitted on a proposed 10 year lease of the industrial premises at 2 to 16 Milton Road, East Kilbride to Distell International Limited.

The property at 2 to 16 Milton Road, East Kilbride consisted of 8 industrial units totalling 50,400 sq ft, which had been fitted out by East Kilbride District Council in 1995 to facilitate Burns Stewart distillers making East Kilbride their head office base. In return, Burns Stewart had entered into a 25 year lease, which included a purchase option, exercisable at any time during the duration of the lease.

Burns Stewart's business and lease interests had been acquired by Distell International Limited. The existing lease terminated on 31 March 2020 and, since that date, the lease had continued by agreement on the original terms.

Distell International Limited had confirmed to the Council that they did not wish to purchase the premises from the Council at this time, however, they were willing to enter into a new lease, subject to the terms and conditions detailed in the report.

The Committee decided:

- (1) that a 10 year lease of the premises at 2 to 16 Milton Road, East Kilbride be granted to Distell International Limited; 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 grant of a lease and to enter into the necessary legal agreements on terms which were in the best interests of the Council.

10 Housing and Technical Resource Plan 2021 to 2022

A report dated 6 April 2021 by the Executive Director (Housing and Technical Resources) was submitted on the Housing and Technical Resource Plan 2021 to 2022.

Details were provided on the Resource Plan for 2021/2022, attached as Appendix 1 to the report, which outlined the:-

- ◆ key areas of focus for the year ahead
- ◆ Resource objectives and outcomes
- ◆ measures and actions
- ◆ resourcing of the Plan

The Resource Plans for 2021/2022, which had been approved at the meeting of the Executive Committee held on 28 April 2021, would be presented to the individual Resource Committees for noting and subsequent monitoring.

In line with the Council's performance management arrangements, a mid-year progress report on actions identified in the 2021/2022 Housing and Technical Resource Plan would be submitted to a future meeting of the Committee.

In response to an issue raised regarding maintenance and painting of tenemental closes, officers undertook to submit a report on the general issue of planned maintenance to a future meeting of the Committee.

The Committee decided:

- (1) that the Resource Plan 2021/2022, attached as Appendix 1 to the report, be noted; and
- (2) that a Quarter 2 Progress Report on the Resource Plan 2021/2022 be submitted to a future meeting of this Committee.

[Reference: Minutes of 28 April 2021 (Paragraph 6)]

11 Council House Open Market Purchase for Specific and Urgent Housing Need at 58 Eider Grove, East Kilbride

A report dated 7 April 2021 by the Executive Director (Housing and Technical Resources) was submitted on the 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, to seek approval to purchase a property at 58 Eider Grove, East Kilbride, on the open market.

The Council House Open Market Purchase Scheme allowed for the purchase of property to increase the supply of Council housing stock aligned to 4 key strategic outcomes identified in the Local Housing Strategy. One of the key outcomes was the purchase of property to meet the urgent housing needs of a specific applicant. Grant subsidy towards the purchase of any property on the open market was available from the Scottish Government through the Affordable Housing Supply Funding Grant.

The Scheme of Delegation placed a financial limit for acquisitions, under this scheme, of £100,000.

Estates Services had been asked to identify properties on the open market suitable to meet a specific housing need that could not be met within the Council's existing housing stock. A 5 apartment property at 58 Eider Grove, East Kilbride had been identified which would be suitable, however, the value of this property exceeded the maximum financial limit of £100,000 set out in the current Delegated Authority for acquisition of land and property. As with every purchase, the Council's surveyors would seek to secure best value in any acquisition. Engagement had taken place with other Council services to confirm that the property at 58 Eider Grove, East Kilbride was suitable.

Authority for the purchase had been required in order to meet timescales for the offer process and to enable the Council to negotiate the acquisition more effectively on the open market.

Once the acquisition was concluded, an application would be made to the Scottish Government to recover grant subsidy towards the purchase of this property.

The Committee decided:

- (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 authorise the purchase of 58 Eider Grove, East Kilbride on the open market to meet an urgent specific housing need, be noted; and
- (2) that the action taken by the Executive Director (Housing and Technical Resources), in consultation with the Head of Administration and Legal Services, to conclude all matters in respect of the purchase of 58 Eider Grove, East Kilbride, and to enter into the necessary legal agreements on terms which were in the best interests of the Council, be noted.

[Reference: Minutes of 1 July 2015 (Paragraph 9) and Minutes of the Executive Committee of 26 August 2015 (Paragraph 12)]

12 Urgent Business

There were no items of urgent business.

Report

3

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Revenue Budget Monitoring 2020/2021 - Housing and Technical Resources (Excl Housing Revenue Account (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 2020 to 31 March 2021 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 Housing and Technical Resources (excl HRA) final outturn position as at 31 March 2021 of an overspend of £7.084m, after transfers to reserves, 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 fifth revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2020/2021.
- 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 and outlines the additional COVID-19 costs, in Appendix D.

4. Employee Implications

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

5. Financial Implications

5.1. As at 31 March 2021, there was an overspend position against the budget, being £6.510m. This was the position before transfers to reserves. The position reported in the paper includes proposed transfers to reserves (as detailed in Appendix B) that are being considered for approval by the Executive Committee on 23rd June. At the time of publishing these papers, that meeting has still to take place. If these transfers to reserves are not approved at the Executive Committee, a verbal update will be provided at this meeting. The Resource position as at 31 March 2021, assuming these transfers to reserves are approved, will be an overspend of £7.084m.

5.2. The £7.084m overspend is mainly due to a combination of additional costs and reduced income as a result of Covid-19. This includes the Covid-19 related costs that were initially to be funded from capital funds. The Executive Committee, at its meeting held on 28 April 2021, agreed that these costs would be recorded within the revenue budget and met from Covid-19 funding. Further details on the variances for the individual services are detailed in Appendices B to C.

5.3. Virements are proposed to realign budgets. These movements have been detailed in the appendices to this report.

6. Climate Change, Sustainability and Environmental Implications

6.1. There are no Climate Change, Sustainability and Environmental Implications in terms of the information contained within 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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

♦ Accountable, Effective, Efficient and Transparent

Previous References

♦ Executive Committee, 23 June 2021

♦ Housing and Technical Resources Committee, 5 May 2021

List of Background Papers

♦ Financial ledger and budget monitoring results to 31 March 2021

Contact for Further Information

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

Hazel Goodwin, Finance Manager

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

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 31 March 2021 (No.14)

Housing and Technical Resources Summary (excl HRA)

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 31/03/21	Actual 31/03/21	Variance 31/03/21		% Variance 31/03/21	Notes
Employee Costs	43,484	41,924	1,560	43,484	42,358	1,126	under	2.6%	
Property Costs	20,018	21,373	(1,355)	20,018	26,432	(6,414)	over	(32.0%)	
Supplies & Services	14,035	9,266	4,769	14,035	7,208	6,827	under	48.6%	
Transport & Plant	4,595	4,260	335	4,595	3,648	947	under	20.6%	
Administration Costs	3,647	3,760	(113)	3,647	3,694	(47)	over	(1.3%)	
Payments to Other Bodies	8,903	9,201	(298)	8,903	8,965	(62)	over	(0.7%)	
Payments to Contractors	18,790	12,881	5,909	18,790	14,300	4,490	under	23.9%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	154	142	12	154	155	(1)	over	(0.6%)	
Total Controllable Exp.	113,626	102,807	10,819	113,626	106,760	6,866	under	6.0%	
Total Controllable Inc.	(97,883)	(84,817)	(13,066)	(97,883)	(84,507)	(13,376)	under recovered	(13.7%)	
Net Controllable Exp.	15,743	17,990	(2,247)	15,743	22,253	(6,510)	over	41.4%	
Transfer to Reserves as at (31/03/21)	0	0	0	0	574	(574)	under recovered		
Position After Transfers to Reserves (31/03/21)	15,743	17,990	(2,247)	15,743	22,827	(7,084)	over	45.0%	

Variance Explanations

Variances are shown in Appendix B - D 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 31 March 2021 (No.14)

Housing Services

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 31/03/21	Actual 31/03/21	Variance 31/03/21		% Variance 31/03/21	Notes
Employee Costs	2,864	2,490	374	2,864	2,589	275	under	9.6%	1, a
Property Costs	5,584	5,515	69	5,584	5,694	(110)	over	(2.0%)	2
Supplies & Services	115	160	(45)	115	94	21	under	18.3%	
Transport & Plant	113	91	22	113	63	50	under	44.2%	3
Administration Costs	168	174	(6)	168	174	(6)	over	(3.6%)	
Payments to Other Bodies	4,702	4,545	157	4,702	4,242	460	under	9.8%	4
Payments to Contractors	2,784	2,795	(11)	2,784	2,506	278	under	10.0%	4
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	11	11	0	11	14	(3)	over	(27.3%)	
Total Controllable Exp.	16,341	15,781	560	16,341	15,376	965	under	5.9%	
Total Controllable Inc.	(7,251)	(6,846)	(405)	(7,251)	(6,993)	(258)	under recovered	(3.6%)	5
Net Controllable Exp.	9,090	8,935	155	9,090	8,383	707	under	(7.8%)	
Transfer to Reserves as at (31/03/21)	0	0	0	0	574	(574)	under recovered		
Position After Transfers to Reserves (31/03/21)	9,090	8,935	155	9,090	8,957	133	under	(1.5%)	

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. This overspend reflects additional property costs expenditure for Homelessness Service, mainly due to furnishing temporary accommodation units.
3. This underspend relates to reduced fleet costs for the problem solving unit.
4. The majority of these underspends are due to Homelessness and RRTP funding which is proposed to be transferred to reserves (see below).
5. The majority of this variance is an under recovery of income from lower than budgeted levels of temporary accommodation stock. Stock levels and demand are monitored and re-assessed on an ongoing basis

Budget Virements

- a. Realignment to reflect apprenticeship levy. Net Effect £0.010m: Employee Costs £0.010m.

Year End Transfers to Reserves

- i. Homelessness & Rapid Rehousing Transitions Plan (RRTP) £0.574m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 31 March 2021 (No.14)

Property Services

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 31/03/21	Actual 31/03/21	Variance 31/03/21		% Variance 31/03/21	Notes
Employee Costs	40,620	39,434	1,186	40,620	39,769	851	under	2.1%	1, a
Property Costs	14,434	14,613	(179)	14,434	14,858	(424)	over	(2.9%)	2
Supplies & Services	13,920	9,049	4,871	13,920	7,036	6,884	under	49.5%	3
Transport & Plant	4,482	4,165	317	4,482	3,582	900	under	20.1%	4
Administration Costs	3,479	3,521	(42)	3,479	3,464	15	under	0.4%	
Payments to Other Bodies	4,201	4,191	10	4,201	4,245	(44)	over	(1.0%)	
Payments to Contractors	16,006	10,065	5,941	16,006	11,773	4,233	under	26.4%	5
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	143	131	12	143	141	2	under	1.4%	
Total Controllable Exp.	97,285	85,169	12,116	97,285	84,868	12,417	under	12.8%	
Total Controllable Inc.	(90,632)	(77,379)	(13,253)	(90,632)	(76,851)	(13,781)	under recovered	(15.2%)	6
Net Controllable Exp.	6,653	7,790	(1,137)	6,653	8,017	(1,364)	over	20.5%	
Transfer to Reserves as at (31/03/21)	0	0	0	0	0	0	-		
Position After Transfers to Reserves (31/03/21)	6,653	7,790	(1,137)	6,653	8,017	(1,364)	over	20.5%	

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. An element of the underspend is also due to lower levels of overtime as a result of Covid-19 restrictions.
2. Estates bad debt provision is forecast to be higher than budget due to the level of bad debts being experienced across the portfolio.
3. COVID-19 restrictions have impacted on the level of materials required. This varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
4. COVID-19 restrictions have impacted on the level of plant and scaffolding required. This varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
5. COVID-19 restrictions have impacted on the level of Sub Contractors required. This varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
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 and revenue works. COVID-19 restrictions have had an impact on the level of income recovered as can be seen from the underspends above. The service continues to incur non variable costs of which an element was not offset by income recovery.

Budget Virements

- a. Realignment to reflect apprenticeship levy. Net Effect £0.151m: Employee Costs £0.151m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 31 March 2021 (No.14)

Housing and Technical Resources Summary (excl HRA) - Covid-19

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 31/03/21	Actual 31/03/21	Variance 31/03/21	% Variance 31/03/21	Notes
Employee Costs	0	0	0	0	0	0	-	0.0%
Property Costs	0	1,245	(1,245)	0	5,880	(5,880)	over	0.0% 1
Supplies & Services	0	57	(57)	0	78	(78)	over	0.0% 2
Transport & Plant	0	4	(4)	0	3	(3)	over	0.0%
Administration Costs	0	65	(65)	0	56	(56)	over	0.0% 3
Payments to Other Bodies	0	465	(465)	0	478	(478)	over	0.0% 4
Payments to Contractors	0	21	(21)	0	21	(21)	over	0.0%
Transfer Payments	0	0	0	0	0	0	-	0.0%
Financing Charges	0	0	0	0	0	0	-	0.0%
Total Controllable Exp.	0	1,857	(1,857)	0	6,516	(6,516)	over	0.0%
Total Controllable Inc.	0	(592)	592	0	(663)	663	over recovered	0.0% 5
Net Controllable Exp.	0	1,265	(1,265)	0	5,853	(5,853)	over	0.0%
Transfer to Reserves as at (31/03/21)	0	0	0	0	0	0	-	
Position After Transfers to Reserves (31/03/21)	0	1,265	(1,265)	0	5,853	(5,853)	over	0.0%

Variance Explanations

1. The majority of this additional expenditure, £4.672m, is in relation to the accounting treatment for the non variable costs incurred in relation to the General Fund Capital works planned during the year. The remainder is mainly for additional temporary accommodation costs for homeless people and is partially offset by income.
2. This reflects the cost of additional Health and Safety supplies for Housing and Property Staff and service users.
3. This reflects the cost of additional Health and Safety measures (such as signage) for Housing and Property Staff and service users.
4. The majority of this additional expenditure is for temporary accommodation costs for homeless people and is partially offset by income.
5. This reflects the income recovered from rental income for the additional temporary accommodation supplied.

Budget Virements

None

Report

4

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Revenue Budget Monitoring 2020/2021 - Housing and Technical Resources - Housing Revenue Account (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 2020 to 31 March 2021 for Housing and Technical Resources (HRA)

2. Recommendation(s)

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

- (1) that the final outturn 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.

3. Background

3.1. This is the fifth revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2020/21.

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 31 March 2021, there was a breakeven position against the budget. The breakeven position was after a final transfer to the balance sheet of £2.569m. The annual budget anticipated a transfer to reserves of £3.418m. The lower than anticipated transfer position is primarily due to overspends in repairs and an under recovery in rental income, offset partially by underspends in bad debt provision, IT milestone payments and employee costs. Further details on the variances for the HRA are detailed in Appendix A.

5.2. Virements are proposed to realign budgets. These movements have been detailed in Appendix A of this report.

6 Climate Change, Sustainability and Environmental Implications

- 6.1 There are no Climate Change, Sustainability and Environmental Implications in terms of the information contained within 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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Executive Committee, 23 June 2021
- ◆ Housing and Technical Resources Committee, 5 May 2021

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 31 March 2021

Contact for Further Information

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

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SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 31 March 2021 (No.14)

Housing Revenue Account

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 31/03/21	Actual 31/03/21	Variance 31/03/21		% Variance 31/03/21	Notes
Employee Costs	13,721	13,384	337	13,721	13,596	125	under	0.9%	1
Property Costs	44,394	45,485	(1,091)	44,394	43,694	700	under	1.6%	2, a
Supplies & Services	996	809	187	996	790	206	under	20.7%	3
Transport & Plant	195	223	(28)	195	165	30	under	15.4%	
Administration Costs	5,644	5,632	12	5,644	5,701	(57)	over	(1.0%)	4
Payments to Other Bodies	3,176	3,130	46	3,176	3,225	(49)	over	(1.5%)	
Payments to Contractors	100	131	(31)	100	97	3	under	3.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	18,134	18,142	(8)	18,134	18,159	(25)	over	(0.1%)	
Total Controllable Exp.	86,360	86,936	(576)	86,360	85,427	933	under	1.1%	
Total Controllable Inc.	(105,367)	(103,634)	(1,733)	(105,367)	(103,479)	(1,888)	under recovered	(1.8%)	5, a
Transfer to/(from) Balance Sheet	3,418	1,109	2,309	3,418	2,569	849	over recovered	(24.8%)	6
Net Controllable Exp.	(15,589)	(15,589)	0	(15,589)	(15,483)	(106)	over	(0.7%)	
Loan Charges	15,589	15,589	0	15,589	15,483	106	over recovered		7
Net Controllable Exp.	0	0	0	0	0	0	-	0.0%	

Variance Explanations

1. The variance in Employee Costs is due to higher than anticipated staff turnover.
2. The variance in Property Costs relates to repairs and maintenance work which has varied through the financial year due to Covid-19. Payments continue to be made to property services reflecting fixed costs. This was more than offset by an underspend on the level of BDP, although arrears overall increased this was less extreme than initial estimates suggested with continuous improved recovery levels throughout the financial year. This was partially due to schemes such as the tenancy sustainment fund mitigating the overall level of debt.
3. The variance in Supplies & Services is due slippage in the IT milestone payments for the new system being developed.
4. The overspend relates mainly to costs in relation to revised agile working arrangements due to Covid-19.
5. The rental income assumed additional new build properties would be available during 2020/21 but delayed due to Covid-19. The under recovery of income includes a shortfall on insurance commission.
6. The net impact of the variances within the service has resulted in the net transfer to Balance Sheet reserves being lower than the forecast.
7. The overspend reflects a slightly higher than forecast level of loan charges for the financial year.

Virements

- a. The budget for rechargeable repairs and owners contributions to investment works has been reduced by £2.267m in both income and expenditure this reflects the reduced workload for 2020/21 due to Covid-19.

Report

5

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources - Housing Revenue Account (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 2021 to 21 May 2021 for Housing and Technical Resources (HRA)
- ♦ provide a forecast for the year to 31 March 2022

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 2022 of a breakeven position, be noted; and
- (2) that the proposed budget virements be approved.

3. Background

- 3.1. This is the first revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2021/22.
- 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 21 May 2021, there is a breakeven position against the phased budget. The forecast for the budget to 31 March 2022 is also a breakeven position.
- 5.2. The impact of COVID-19 on the budget continues to be monitored. There has been a reduced volume of repairs completed to date but this is not expected to continue. The annual rental income projections for the year are expected to be lower as a result of Covid-19 delaying the completion of expected new properties assumed within the budget.

5.3. The COVID-19 lock down has had an impact on the Property Services section which provides the property repairs and maintenance service to the HRA. The section continues to incur non variable costs which require to be offset by income recovery, therefore, a recharge of £2.536m has been required to date to HRA revenue budget to cover these fixed costs.

6. Climate Change, Sustainability and Environmental Implications

6.1. There are no Climate Change, Sustainability and Environmental Implications in terms of the information contained within 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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

◆ Accountable, Effective, Efficient and Transparent

Previous References

◆ Executive Committee, 23 June 2021

List of Background Papers

◆ Financial ledger and budget monitoring results to 21 May 2021

Contact for Further Information

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

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

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 21 May 2021 (No.2)

Housing Revenue Account

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 21/05/21	Actual 21/05/21	Variance 21/05/21		% Variance 21/05/21	Notes
Employee Costs	14,090	14,090	0	1,672	1,631	41	under	2.5%	1, a
Property Costs	48,021	48,021	0	3,265	3,284	(19)	over	(0.6%)	a
Supplies & Services	879	879	0	94	90	4	under	4.3%	
Transport & Plant	195	195	0	15	11	4	under	26.7%	
Administration Costs	5,645	5,645	0	67	64	3	under	4.5%	
Payments to Other Bodies	3,030	3,030	0	301	301	0	-	0.0%	
Payments to Contractors	100	100	0	0	1	(1)	over	0.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	19,637	19,637	0	5,720	5,720	0	-	0.0%	
Total Controllable Exp.	91,597	91,597	0	11,134	11,102	32	under	0.3%	
Total Controllable Inc.	(109,186)	(109,186)	0	(9,544)	(9,512)	(32)	under recovered	(0.3%)	2, a
Transfer to/(from) Balance Sheet	(52)	(52)	0	0	0	0	-	0.0%	
Net Controllable Exp.	(17,641)	(17,641)	0	1,590	1,590	0	-	0.0%	
Loan Charges	17,641	17,641	0	0	0	0	-		
Net Controllable Exp.	0	0	0	1,590	1,590	0	-	0.0%	

Variance Explanations

1. The variance in Employee Costs is due to higher than anticipated staff turnover.
2. The rental income assumed additional new build properties would be completed for 2021/22 but this was partially delayed due to Covid-19.

Virements

- a. Realignment of costs and income in relation to Hostel Accommodation net Nil:- Employee Costs (£0.097m), Property Costs (£0.051m) and Income £0.148m.

Report

6

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Revenue Budget Monitoring 2021/2022 - Housing and Technical Resources (Excl Housing Revenue Account (HRA))
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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 2021 to 21 May 2021 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 overspend of £0.070m as at 21 May 2021 on Housing and Technical Resources (excl HRA) Revenue Budget, as detailed in Appendix A of the report, and the forecast to 31 March 2021 of a breakeven position, be noted; and
- (2) that the proposed budget virements be approved.

3. Background

- 3.1. This is the first revenue budget monitoring report presented to the Housing and Technical Resources Committee for the financial year 2021/2022.
- 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 and outlines the additional COVID-19 costs, in Appendix D.

4. Employee Implications

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

5. Financial Implications

- 5.1. As at 21 May 2021, there is a overspend of £0.070m against the phased budget.
- 5.2. The overspend is caused by additional expenditure in relation to the COVID-19 response including additional expenditure for temporary accommodation costs for homeless people.

- 5.3. The COVID-19 lock down has also had an impact on the Property Services section which provides the property investment, repairs and maintenance service to the HRA and other Resources Capital and Revenue budgets. The section continues to incur non variable costs which require to be offset by income recovery, therefore, a recharge of £4.299m has been required to date to these budgets to cover fixed costs.

6 Climate Change, Sustainability and Environmental Implications

- 6.1 There are no Climate Change, Sustainability and Environmental Implications in terms of the information contained within 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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Executive Committee, 23 June 2021

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 21 May 2021.

Contact for Further Information

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

Hazel Goodwin, Finance Manager

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

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 21 May 2021 (No.2)

Housing and Technical Resources Summary (excl HRA)

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 21/05/21	Actual 21/05/21	Variance 21/05/21		% Variance 21/05/21	Notes
Employee Costs	42,818	42,818	0	5,088	4,982	106	under	2.1%	
Property Costs	19,772	19,772	0	3,581	3,660	(79)	over	(2.2%)	
Supplies & Services	14,171	14,171	0	1,402	970	432	under	30.8%	
Transport & Plant	4,590	4,590	0	250	241	9	under	3.6%	
Administration Costs	3,777	3,777	0	292	286	6	under	2.1%	
Payments to Other Bodies	8,260	8,260	0	859	925	(66)	over	(7.7%)	
Payments to Contractors	18,693	18,693	0	1,623	703	920	under	56.7%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	154	154	0	6	0	6	under	100.0%	
Total Controllable Exp.	112,235	112,235	0	13,101	11,767	1,334	under	10.2%	
Total Controllable Inc.	(95,876)	(95,876)	0	(7,806)	(6,402)	(1,404)	under recovered	(18.0%)	
Net Controllable Exp.	16,359	16,359	0	5,295	5,365	(70)	over	1.3%	
Transfer to Reserves as at (21/05/21)	0	0	0	0	0	0	-		
Position After Transfers to Reserves (21/05/21)	16,359	16,359	0	5,295	5,365	(70)	over	1.3%	

Variance Explanations

Variances are shown in Appendix B and D 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 21 May 2021 (No.2)

Housing Services

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 21/05/21	Actual 21/05/21	Variance 21/05/21		% Variance 21/05/21	Notes
Employee Costs	2,325	2,325	0	280	300	(20)	over	(7.1%)	
Property Costs	5,690	5,690	0	2,005	2,007	(2)	over	(0.1%)	
Supplies & Services	82	82	0	3	1	2	under	66.7%	
Transport & Plant	102	102	0	7	4	3	under	42.9%	
Administration Costs	150	150	0	21	21	0	-	0.0%	
Payments to Other Bodies	3,863	3,863	0	621	617	4	under	0.6%	
Payments to Contractors	2,687	2,687	0	298	298	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	11	11	0	3	0	3	under	100.0%	
Total Controllable Exp.	14,910	14,910	0	3,238	3,248	(10)	over	(0.3%)	
Total Controllable Inc.	(6,676)	(6,676)	0	(461)	(471)	10	over recovered	2.2%	
Net Controllable Exp.	8,234	8,234	0	2,777	2,777	0	-	0.0%	
Transfer to Reserves as at (21/05/21)	0	0	0	0	0	0	-		
Position After Transfers to Reserves (21/05/21)	8,234	8,234	0	2,777	2,777	0	-	0.0%	

Variance Explanations

None.

Budget Virements

None.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 21 May 2021 (No.2)

Property Services

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 21/05/21	Actual 21/05/21	Variance 21/05/21		% Variance 21/05/21	Notes
Employee Costs	40,493	40,493	0	4,808	4,682	126	under	2.6%	1
Property Costs	14,082	14,082	0	1,576	1,597	(21)	over	(1.3%)	a
Supplies & Services	14,089	14,089	0	1,399	968	431	under	30.8%	2
Transport & Plant	4,488	4,488	0	243	237	6	under	2.5%	
Administration Costs	3,627	3,627	0	271	265	6	under	2.2%	
Payments to Other Bodies	4,397	4,397	0	238	243	(5)	over	(2.1%)	b
Payments to Contractors	16,006	16,006	0	1,325	405	920	under	69.4%	3
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	143	143	0	3	0	3	under	100.0%	
Total Controllable Exp.	97,325	97,325	0	9,863	8,397	1,466	under	14.9%	
Total Controllable Inc.	(89,200)	(89,200)	0	(7,345)	(5,879)	(1,466)	under recovered	(20.0%)	4, a
Net Controllable Exp.	8,125	8,125	0	2,518	2,518	0	-	0.0%	
Transfer to Reserves as at (21/05/21)	0	0	0	0	0	0	-		
Position After Transfers to Reserves (21/05/21)	8,125	8,125	0	2,518	2,518	0	-	0.0%	

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. An element of the underspend is also due to lower levels of overtime as a result of Covid-19 restrictions.
2. Covid-19 restrictions has impacted on the level of materials required. This varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
3. Covid-19 restrictions has impacted on the level of Sub Contractors required. This varies depending on the current workload demands and timing of works on a wide variety of capital and revenue works.
4. 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. Covid-19 restrictions has had an impact on the level of income recovered as can be seen from the underspends above. The service continues to incur non variable costs which require to be offset by income recovery, therefore a recharge of £4.299m has been required to date to Resources revenue and capital budgets to cover these fixed costs.

Budget Virements

- a. Additional planned maintenance funding CFCR/Reserves net £2.412m: £3.000m Property Costs and additional income (£0.588m).
- b. Transfer from Capital in respect of Private Sector Housing Scheme of Assistance. Net Effect £1.000m: Payment to Other Bodies £1.000m.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Housing and Technical Resources Committee: Period Ended 21 May 2021 (No.2)

Housing and Technical Resources Summary (excl HRA) - Covid-19

Budget Category	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 21/05/21	Actual 21/05/21	Variance 21/05/21		% Variance 21/05/21	Notes
Employee Costs	0	0	0	0	0	0	-	0.0%	
Property Costs	0	0	0	0	56	(56)	over	0.0%	1
Supplies & Services	0	0	0	0	1	(1)	over	0.0%	
Transport & Plant	0	0	0	0	0	0	-	0.0%	
Administration Costs	0	0	0	0	0	0	-	0.0%	
Payments to Other Bodies	0	0	0	0	65	(65)	over	0.0%	1
Payments to Contractors	0	0	0	0	0	0	-	0.0%	
Transfer Payments	0	0	0	0	0	0	-	0.0%	
Financing Charges	0	0	0	0	0	0	-	0.0%	
Total Controllable Exp.	0	0	0	0	122	(122)	over	0.0%	
Total Controllable Inc.	0	0	0	0	(52)	52	over recovered	0.0%	1
Net Controllable Exp.	0	0	0	0	70	(70)	over	0.0%	
Transfer to Reserves as at (21/05/21)	0	0	0	0	0	0	-		
Position After Transfers to Reserves (21/05/21)	0	0	0	0	70	(70)	over	0.0%	

Variance Explanations

1. The majority of this additional expenditure is for temporary accommodation costs for homeless cases.

Budget Virements

None

Report

7

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Capital Budget Monitoring 2020/2021 - Housing and Technical Resources (excl Housing Revenue Account)
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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 2020 to 31 March 2021

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 £6.529 million, and expenditure for the year of £4.362 million, be noted.

3. Background

- 3.1. This is the final capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2020/2021.
- 3.2. As noted in the last report to this Committee (5 May 2021), the budget for Housing and Technical Resources for financial year 2020/2021, including carry forward, was £6.529 million. There have been no other changes to this budget allocation since that meeting.
- 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. The total capital programme for Housing and Technical Resources (excl HRA) for 2020/2021 was £6.529 million.

5.2. 2020/21 Final Position

Total expenditure to the 31 March 2021 was £4.362 million, a difference of £2.167 million on the programme of £6.529 million.

5.3. The final expenditure position of £4.362 million is slightly lower than the projected outturn of £4.565 million reported to this Committee previously (5 May 2021). As advised, the period 12 anticipated underspend mainly reflected the anticipated timing

of spend on a number of projects within multi-year programmes including Prioritised Urgent Investment, Essential Services Accommodation, Civic Centre Fabric Upgrade, Central Energy Efficiency Fund and the Gypsy Traveller Site project at Swinhill along with other minor movements.

5.4. This additional underspend of £0.203 million at year-end is mainly due to the timing of spend on Prioritised Urgent Investment (£0.120 million) and Essential Services Accommodation (£0.075 million).

5.5. The progression of a number of these projects has been impacted by the ongoing lockdowns due to Covid-19. Funding will carry forward into next financial year as required with an update on the 2021/2022 programme detailed in a separate report to this Committee.

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)

9 June 2021

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- ♦ Housing and Technical Resources Committee, 5 May 2021

List of Background Papers

- ♦ Financial ledger to 31 March 2021

Contact for Further Information

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

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Ext: 2601 (Tel: 01698 452601)

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

South Lanarkshire Council
Capital Expenditure 2020-21
Housing and Technical Resources Programme (excl HRA)
For Period 1 April 2020 – 31 March 2021

<u>Housing and Technical Resources (excl HRA)</u>	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Actual Expenditure £000
Office Accommodation	9,669	(2,867)	(1,042)	5,760	3,658
Private Housing Scheme of Assistance	750	(750)	-	-	-
Other Housing	246	523	-	769	704
TOTAL	10,665	(3,094)	(1,042)	6,529	4,362

Report

8

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Finance and Corporate Resources)**
Executive Director (Housing and Technical Resources)

Subject: **Capital Budget Monitoring 2020/2021 - Housing and Technical Resources (Housing Revenue Account)**

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 2020 to 31 March 2021

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 £48.172 million, and expenditure of £49.362 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 2020/21.
- 3.2. As noted in the report to the Committee on 25 November 2020, the budget for the revised programme for Housing and Technical Resources is £48.172 million.
- 3.4. 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 2020/21 totals £48.172 million and is detailed along with the funding sources at Appendix A to this report.
- 5.2. Anticipated spend to 31 March 2021 was £48.172 million. The actual expenditure on the Housing programme was £49.362 million. The net overspend is a combination of accelerated spend on the provision of additional housing supply (£7.212m) offset by an underspend on other Housing Investment Programme projects delayed by COVID-19 £6.022m.
- 5.3. Housing and Technical Resources have also received additional one-off income in 2020/21. This included additional income from land sales, additional developer contributions and Renewable Heat Initiative funding. However, due to the reduced level of spend, and, therefore, income received, on both Mortgage to Rent purchases

and Open Market purchases, the net impact of this was additional income of £0.798 million in 2020/21.

5.5. Taking into account the year-end overspend position of £1.190m (section 5.3) and the additional income of £0.798 million (section 5.4), means there is the requirement to accelerate £0.392 million from future years' Housing programmes into 2020/2021.

5.6. To accommodate this acceleration into 2020/2021, and to reflect the profile of spend expected on the Housing Investment Programme in the coming years including the continuing uncertainty surrounding the impact of lockdown, the 2021/22 programme will be reduced by £6.441 million, and the 2022/23 allocation increased by £6.049m.

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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 23 June 2021
- Housing and Technical Resources Committee, 5 May 2021

List of Background Papers

- Financial ledger to 31 March 2021

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 2020/21		48.172
Estimated Financing Position 2020/21		
Capital Receipts – Land Sales	0.000	
Capital Financed From Current Revenue	18.134	
Prudential Borrowing	9.994	
Specific Grant – Scottish Government New Council Houses	18.124	
Specific Grant – Scottish Government Buy Backs	1.800	
Specific Grant – Scottish Government Mortgage to Rent	0.120	
Other Income	0.000	
		<u>48.172</u>
Actual Expenditure to 31 March 2021		49.362
Actual Financing Position to 31 March 2021		
Capital Receipts – Land Sales	0.309	
Capital Financed From Current Revenue	18.134	
Prudential Borrowing	11.808	
Specific Grant – Scottish Government New Council Houses	15.898	
Specific Grant – Scottish Government Buy Backs	1.545	
Specific Grant – Scottish Government Mortgage to Rent	0.095	
Other Income	1.573	
		<u>49.362</u>

Report

9

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Capital Budget Monitoring 2021/2022 - Housing and Technical Resources (excl Housing Revenue Account)
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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 2021 to 21 May 2021

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 £8.387 million, and expenditure to date of £0.210 million, be noted.

3. Background

3.1. This is the first capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2021/2022. Further reports will follow throughout the year.

3.2. The budget of £8.387 million for Housing and Technical Resources is based on the overall Capital Programme for 2021/2022, which is being presented to the Executive Committee on 23 June 2021. If there is any change to this Resource's 2021/2022 programme following the Executive Committee, then a verbal update will be provided at this meeting.

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. The total capital programme for Housing and Technical Resources is £8.387 million. This budget is based on the original programme of projects approved in November 2020, updated to include budget carried forward from financial year 2020/21. It also includes adjustments approved by the Executive Committee post November 2020 and additional funded projects. Finally, the budget reflects the outcome of an exercise to identify the anticipated level of spend for the year.

5.2. **Accounting Adjustments:** As has been the case in previous years, it has been identified that, to comply with accounting rules, some project expenditure should be

reported through the revenue budget as it cannot be classed as capital. Budget of £4 million has been transferred to Housing and Technical Resources' Revenue budget, along with the relevant funding for Private Housing Scheme of Assistance project (£1 million) and £3.000 million of the Planned Asset Management budget. In relation to Planned Asset Management, the total overall budget, across capital and revenue, remains at £4.809 million. This will continue to be reviewed to ensure that it is classed appropriately (as revenue or capital), and any further movement reported to a future meeting. These accounting adjustments are included in the programme of £8.387 million.

- 5.3. Anticipated spend to date was £0.210 million and spend to 21 May 2021 amounts to £0.210 million.

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)

9 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, Effective, Efficient and Transparent

Previous References

- ◆ Executive Committee, 23 June 2021

List of Background Papers

- ◆ Financial ledger to 21 May 2021

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 2021-2022
Housing and Technical Resources Programme (excl HRA)
For Period 1 April 2021 – 21 May 2021

<u>Housing and Technical Resources (excl HRA)</u>	Base Budget £000	Budget Adjustments £000	Slippage £000	Total Budget £000	Actual Expenditure £000
Office Accommodation	7,828	0	0	7,828	210
Private Housing Scheme of Assistance	0	0	0	0	0
Other Housing	559	0	0	559	0
TOTAL	8,387	0	0	8,387	210

Report

10

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Finance and Corporate Resources) Executive Director (Housing and Technical Resources)

Subject:	Capital Budget Monitoring 2021/2022 - Housing and Technical Resources (Housing Revenue Account)
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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 2021 to 21 May 2021

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 £94.360 million, and expenditure of £7.483 million be noted.

3. Background

3.1. This is the first capital monitoring report presented to the Housing and Technical Resources Committee for the financial year 2021/2022.

3.2. The budget is based on the capital programme for the year, which is being presented to the Executive Committee on 23 June 2021. If there is any change to the 2021/2022 programme following the Executive Committee, then a verbal update will be provided at this meeting.

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 2021/22 totals £94.360 million and is detailed along with the funding sources at Appendix A to this report.

5.2. As lockdown eases, the HRA Capital Programme is being reviewed to provide a realistic estimate of anticipated spend levels for 2021/2022. The estimates will reflect the initial lockdown delay, along with the ongoing implications of the requirements of social distancing. Details will be reported through Executive Committee and, thereafter, to a future meeting of this Committee.

5.3. The actual spend to 21 May 2021 is £7.483m. In addition to the planned works, there will be higher costs incurred reflecting the overheads from Property Services which will require to be recovered. For HRA capital, this is estimated at around £1.763m to the current period. This is included in actual spend of £7.483m.

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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

- Accountable, Effective, Efficient and Transparent

Previous References

- Executive Committee, 23 June 2021
- Housing and Technical Resources Committee, 17 February 2021
- Housing and Technical Resources Committee, 5 May 2021

List of Background Papers

- Financial ledger to 21 May 2021

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 2021/22		94.360
Estimated Financing Position 2021/22		
Capital Receipts – Land Sales	0.000	
Capital Financed From Current Revenue	19.637	
Prudential Borrowing	63.010	
Specific Grant – Scottish Government New Council Houses	9.433	
Specific Grant – Scottish Government Buy Backs	2.160	
Specific Grant – Scottish Government Mortgage to Rent	0.120	
Other Income	0.000	
		<u>94.360</u>
Actual Expenditure to 21 May 2021		7.483
Actual Financing Position to 21 May 2021		
Capital Receipts – Land Sales	0.000	
Capital Financed from Current Revenue	7.483	
Prudential Borrowing	0.000	
Specific Grant – Scottish Government New Council Houses	0.000	
Specific Grant – Scottish Government Buy Backs	0.000	
Specific Grant – Scottish Government Mortgage to Rent	0.000	
Other Income	0.000	
		<u>7.483</u>

Report

11

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Finance and Corporate Resources) and Executive Director (Housing and Technical Resources)

Subject:	Housing and Technical Resources – Workforce Monitoring – March to April 2021
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide employment information for March to April 2021 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 March to April 2021 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 13 March 2021

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 March to April 2021.

4. Monitoring Statistics

4.1. Attendance Statistics (Appendix 1)

Information on absence statistics is analysed for the month of April 2021 for Housing and Technical Resources.

The Resource absence figure for April 2021 was 3.3%. This figure has decreased by 0.3% when compared to last month and is 1.0% lower than the Council-wide figure. Compared to April 2020, the Resource absence figure has decreased by 0.5%.

Based on the absence figures at April 2021 and annual trends, the projected annual average absence for the Resource for 2021/2022 is 3.3%, compared to a Council-wide average figure of 4.3%.

For the financial year 2021/2022, the projected average days lost per employee equates to 8.1 days, compared with the overall figure for the Council of 10.3 days per employee.

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.

The attendance information contained in this report includes absences as a result of Covid-19, and employees are being supported through this difficult time to maintain attendance levels where they can. At the time of this report, the Council overall absence level was 4.9% with 0.4% of this relating to Covid-19 for sickness and special leave.

4.2. Occupational Health (Appendix 2)

In terms of referrals to occupational health, which include medical examinations and physiotherapy, overall 87 referrals were made this period. This represents an increase of 18 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, an increase of 4 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 remains unchanged when compared to last year. During this period no appeals were heard by the Appeals Panel. No grievances were raised within the Resource, this figure has remains unchanged when compared to the same period last year. No Dignity at Work complaints were raised within the Resource, this figure remains unchanged when compared to the same period last year.

4.5. Analysis of Leavers (Appendix 2)

There was a total of 5 leavers in the Resource this period eligible for an exit interview. This figure has increased by 1 when compared with the same period last year. Two exit interviews were conducted.

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 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 March to April 2021, 10 (8.44 FTE) employees in total left employment and managers indicated that all posts are being replaced.

5. Staffing Watch

- 5.1. There has been an increase of 3 in the number of employees in post from 12 December 2020 to 13 March 2021.

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 risk implications 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)

26 May 2021

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 – 5 May 2021

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 - 2019/2020, 2020/2021 & 2021/2022
Housing & Technical Resources

APT&C				Manual Workers				Resource Total				Council Wide				
	2019 / 2020	2020 / 2021	2021 / 2022		2019 / 2020	2020 / 2021	2021 / 2022		2019 / 2020	2020 / 2021	2021 / 2022		2019 / 2020	2020 / 2021	2021 / 2022	
April	3.9	4.1	3.2	April	6.7	3.5	3.6	April	5.0	3.8	3.3	April	4.0	4.4	4.3	
May	4.2	2.8		May	5.1	2.0		May	4.5	2.5		May	4.4	3.1		
June	4.8	3.2		June	5.0	2.0		June	4.9	2.7		June	4.4	2.7		
July	4.1	2.7		July	5.4	2.7		July	4.6	2.7		July	3.4	2.3		
August	4.0	2.5		August	5.7	3.4		August	4.7	2.8		August	3.7	3.1		
September	4.4	2.1		September	5.8	3.3		September	5.0	2.6		September	4.5	4.2		
October	4.3	2.9		October	6.6	3.9		October	5.2	3.3		October	4.6	4.8		
November	5.5	3.7		November	6.1	5.6		November	5.7	4.5		November	5.5	5.8		
December	5.2	3.3		December	6.3	4.8		December	5.6	3.9		December	5.7	5.6		
January	5.8	3.5		January	5.9	4.4		January	5.8	3.9		January	5.3	4.8		
February	5.8	3.2		February	5.7	4.7		February	5.8	3.8		February	5.6	4.8		
March	5.1	3.1		March	6.5	4.5		March	5.7	3.6		March	6.2	4.9		
Annual Average	4.8	3.1	3.2	Annual Average	5.9	3.7	3.6	Annual Average	5.2	3.3	3.3	Annual Average	4.8	4.2	4.3	
No of Employees at 30 April 2021			899	No of Employees at 30 April 2021			566	No of Employees at 30 April 2021			1465	No of Employees at 30 April 2021			16057	

For the financial year 2021/22, the projected average days lost per employee equates to 8.1 days.

HOUSING AND TECHNICAL RESOURCES

	Mar-Apr 2020	Mar-Apr 2021
MEDICAL EXAMINATIONS		
Number of Employees Attending	33	41
EMPLOYEE COUNSELLING SERVICE		
Total Number of Referrals	4	11
PHYSIOTHERAPY SERVICE		
Total Number of Referrals	15	22
REFERRALS TO EMPLOYEE SUPPORT OFFICER	15	13
REFERRALS TO COGNITIVE BEHAVIOUR THERAPY	2	0
TOTAL	69	87

CAUSE OF ACCIDENTS/INCIDENTS	Mar-Apr 2020	Mar-Apr 2021
Over 3 day absences**	0	1
Minor	1	4
Total Accidents/Incidents	1	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 7day 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	Mar-Apr 2020	Mar-Apr 2021
Total Number of Hearings	1	1

Time Taken to Convene Hearing Mar - Apr 2021

0-3 Weeks
0

4-6 Weeks
0

Over 6 Weeks
1

RECORD OF GRIEVANCE HEARINGS	Mar-Apr 2020	Mar-Apr 2021
Number of Grievances	0	0

RECORD OF DIGNITY AT WORK	Mar-Apr 2020	Mar-Apr 2021
Number of Incidents	0	0

ANALYSIS OF REASONS FOR LEAVING	Mar-Apr 2020	Mar-Apr 2021
Career Advancement	1	1
Other	0	1
Number of Exit Interviews conducted	1	2

Total Number of Leavers Eligible for Exit Interview	4	5
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Percentage of interviews conducted	25%	40%
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	March 2021		Reconciliation figure		Cumulative total	
			Apr 2020 - Feb 2021			
	FTE*	H/C**	FTE	H/C	FTE	H/C
Terminations/Leavers	4.25	5	46.72	58	50.97	63
Being replaced	4.25	5	45.72	57	49.97	62
Filled on fixed term basis	0.00	0	0.00	0	0.00	0
Plan to transfer this budget to another post	0.00	0	0.00	0	0.00	0
End of fixed term contract	0.00	0	1.00	1	1.00	1
Held pending service Review	0.00	0	0.00	0	0.00	0
Plan to remove for savings	0.00	0	0.00	0	0.00	0

* Full time equivalent

** Head count/number of employees

	April 2021		Cumulative total	
	FTE*	H/C**	FTE	H/C
Terminations/Leavers	4.19	5	4.19	5
Being replaced	4.19	5	4.19	5
Filled on fixed term 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	0.00	0
Held pending service Review	0.00	0	0.00	0
Plan to remove for savings	0.00	0	0.00	0

* Full time equivalent

** Head count/number of employees

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

1. As at 13 March 2021

Total Number of Employees									
MALE		FEMALE		TOTAL					
F/T	P/T	F/T	P/T						
837	26	320	128	1311					
*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	211.81	632.16	366.05	31.46	10.00	2.00	0.00	0.00	1254.48

1. As at 12 December 2020

Total Number of Employees									
MALE		FEMALE		TOTAL					
F/T	P/T	F/T	P/T						
833	28	321	126	1308					
*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	214.51	630.57	363.27	31.46	10.00	2.00	0.00	0.00	1252.81

Report

12

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Annual Review of the South Lanarkshire Rapid Rehousing Transition Plan 2020/21
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ update Committee on the completion of the second annual review of the Rapid Rehousing Transition Plan (RRTP) 2019-2024.

2. Recommendation(s)

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

- (1) that the progress made in delivering the RRTP objectives, as set out in the RRTP Annual Review 2020/21, attached as Appendix 1, be noted;
- (2) that the proposed revisions to the RRTP, detailed in section 5, be approved; and
- (3) that the key priorities to be progressed in 2021/22, detailed in section 7, be noted.

3. Background

- 3.1. In October 2017, the Scottish Government established the Homelessness and Rough Sleeping Action Group (HARSAG) to develop solutions to ending homelessness and rough sleeping across Scotland. Included in their recommendations was the requirement for local authorities to each develop a five-year RRTP.
- 3.2. HARSAG was reconvened in June 2020 to make further recommendations on actions required to end homelessness during the Covid-19 pandemic and beyond, recognising the increased demand on homelessness services and maintaining a focus on the prevention of homelessness.
- 3.3. South Lanarkshire's RRTP was developed in collaboration with a wide range of partners and stakeholders. The first annual review, covering the period 2019/20, was submitted to the Scottish Government on 31 August 2020. The review was approved by the Housing and Technical Resources Committee on 16 September 2020 and reported to the Community Planning Partnership Board on 21 October 2020.
- 3.4. Initial analysis, carried out in 2019, to inform the financial requirements to significantly reduce homelessness and achieve rapid rehousing in South Lanarkshire, resulted in a bid being submitted to the Scottish Government. Since 2019, the total sum awarded from the Ending Homelessness Together Fund has been £1,741,000.
- 3.5. Given the level of funding provided, a number of strategic areas were revised to focus on key priorities, with other actions set aside for future consideration.

- 3.6. The co-ordination and implementation of the RRTP is directed and monitored by the Homelessness Strategy Group, a subgroup of the Local Housing Strategy Steering Group, and has representation from key partners including; Health and Social Care, Registered Social Landlords (RSLs), Department for Work and Pensions (DWP) and Third Sector organisations.
- 3.7. The first annual review of the RRTP was carried out in advance of the full onset of the Covid-19 pandemic. Following conclusion of the review, further consideration was given to the impact of the pandemic on the objectives and actions to be pursued during 2020/21 and this was reflected within the Annual Review report. The second Annual Review report also notes that it will be necessary to closely monitor progress and further revise the strategic priorities and actions during 2021/22, in response to the impact of the pandemic on homelessness and service requirements. This includes monitoring any adverse impact on demand for homelessness services as government supports in relation to Covid-19 come to an end, such as the furlough scheme and the moratorium on repossession action.

4. Annual Review 2020/21

- 4.1. The RRTP is structured around five high level priority objectives. There are 52 indicators against which the Council and its partners monitor progress, comprising 32 actions and 20 measures. In accordance with wider reporting arrangements across the Council, these indicators are categorised into 'blue', 'green', 'amber', and 'red' depending on the progress made against them.
- 4.2. During 2020/21, positive progress was made, with over 96% of the indicators on or only slightly behind target to achieve the projected outcomes within the identified timescales. Table 1 below, details the categorisation of the 52 indicators.

Table 1: Categorisation of RRTP indicators 2020/21

Status	Measures	Actions	Total	%
Blue	0	4	4	8%
Green	7	24	31	58%
Amber	12	3	15	30%
Red	1	0	1	2%
Report later/Contextual	0	1	1	2%
Totals	20	32	52	100%

- 4.3. Table 1 shows that, in terms of Year 2, four indicators are complete, 31 are progressing well and on target, 15 show minor slippage and one indicator has been categorised as off target. The red indicator relates to a measure that is no longer appropriate and which is proposed to be removed from the action plan (see section five).
- 4.4. The Covid-19 pandemic significantly impacted on the way in which homelessness services and supports have been delivered over the last year and partners have had to adapt and transform services in order to respond to the pandemic.
- 4.5. During Year 3, partners will continue to work together to make positive progress in relation to the achievement of the RRTP targets. It will, however, be necessary to continue to monitor the ongoing impact of Covid-19 on all indicators.
- 4.6. The second annual review has, however, confirmed that the Council and its' partners have made good progress towards delivering on the agreed RRTP Year 2 priorities. A summary of key highlights and achievements in relation to each of the five priority objectives for 2020/21 (Year 2) is provided in the Table 2 below.

Table 2: Summary of RRTP Year 2 Achievements

RRTP Priority Objective		Achievement
1.	Prevent homelessness occurring and significantly reduce homelessness	339 additional homes for social rent were delivered across South Lanarkshire. This included 286 new build properties and an additional 53 homes secured through the Council's Open Market Purchase Scheme.
		80% of Housing Options cases were closed with support being provided by the Integrated Housing Options Team to prevent homelessness from occurring. This represents an increase of 17% on the previous year.
		New approaches were established to assist in homelessness prevention and tenancy sustainment by providing financial assistance and support to Council tenants and tenants in the private rented sector experiencing hardship.
		41% reduction in long term homelessness from 95 households living in temporary accommodation for more than 1 year in 2019/20 to 56 in 2020/21.
2.	Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to a settled home	27 homeless households had their temporary tenancies converted (or flipped) to a Scottish Secure Tenancy (SST), providing the household with a permanent home and avoiding the need for further moves. This exceeded the target of 20 per year. Since the introduction of the RRTP a total of 53 properties have been "flipped" to SSTs
		Permanent lets to homeless households increased across social housing in South Lanarkshire to 61% of Council and 41.6% of RSL lets during 2020/21, compared to 51.4% and 36.9% respectively in 2019/20.
3.	Improve and increase the provision of housing support for households to live independently within communities	The HomeStart team continued to provide support and assistance to all new tenants, including those who may be at most risk of homelessness. In 2020/21, 217 starter packs were provided to new tenants. Since full rollout of the service in 2019, a total of 464 starter packs have been provided to new tenants to help with sustainment and prevent repeat homelessness.
		Commissioned services with The Salvation Army, Blue Triangle Housing Association and YPeople continue to deliver tailored packages of intensive support to service users with multiple and complex needs.
4.	Expand the scope of Housing First and capacity of our	11 additional individuals engaged in the Housing First programme which offers intensive support and aids access to settled housing as a foundation to build upon

RRTP Priority Objective		Achievement
	Housing First approach to be the first response for households with multiple complex needs	<p>addressing support needs. Since 2019, 24 individuals have engaged in the Housing First Programme.</p> <p>The sustainment rate for the Housing First cases housed during the year is 100%.</p>
5.	Enhance integration of partnership working to embed RRTP through a whole systems approach	<p>Partner Contribution Statements (PCS) are a key feature of the RRTP and are prepared by each partner to support the RRTP by setting out the specific contributions they intend to make towards delivering the five priority objectives.</p> <p>Two Directions relating to health and homelessness included within the Health and Social Care Partnership's Strategic Commissioning Plan continue to be progressed in partnership with Housing and Technical Resources.</p>

5. Proposed Revisions to the RRTP

- 5.1. 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 re-examine the RRTP in general to ensure that priority objectives, actions and measures remain appropriate, relevant and measurable.
- 5.2. It is proposed that eight amendments are made to the RRTP action plan. These amendments relate to one new proposed action, four actions which completed in 2020/21 and three actions/measures that have been revised.
- 5.3. Table 3 below details a proposed new action to be added to the RRTP action plan. Table 4 details the proposed revisions to the RRTP and sets out the existing actions/measures to be removed and the proposed corresponding replacement actions/measures, where appropriate. Subject to approval, all revisions will be incorporated into the RRTP action plan for 2021/22.

Table 3: Proposed new action for inclusion in RRTP action plan

RRTP Reference	Proposed new action	Context
A1.8	Continue to develop and implement approaches to support victims of domestic abuse and prevent homelessness	New action building upon the development of the housing pathway for victims of domestic abuse and taking into account legislative changes and good practice

Table 4: Proposed revisions to RRTP action plan

RRTP Ref.	Current action/measure	Status	RRTP Ref.	Proposed replacement action/measure (where appropriate)
A1.5	Re-commission and expand Rent Deposit Scheme to support implementation of RRTP	Complete	A1.5A	Monitor progress of the expansion of the Private Sector Access and Sustainment Service administered by YPeople
A1.6	Explore option to provide financial support to private rented tenants to achieve affordability and prevent homelessness	Complete	A1.6A	Monitor the effectiveness of the Private Sector Innovation Fund administered by YPeople for providing financial support to private rented tenants to prevent homelessness
A1.7	Develop Housing Options Framework for young people	Revised	A.1.7A	Continue to develop and implement approaches to prevent youth homelessness, with a particular focus on pathway approach to meeting the needs of care experienced young people

RRTP Ref.	Current action/measure	Status	RRTP Ref.	Proposed replacement action/measure (where appropriate)
A2.1	Develop procedure for converting temporary accommodation units to SST	Complete	A2.1A	Maximise the potential for converting temporary accommodation to a Scottish Secure Tenancy where the property meets the needs of the household
M3.2	Percentage of homeless households provided with Housing Support Officer assistance	Revised	M3.2A	Percentage of homeless households who require support, provided with Housing Support Officer assistance
M4.2	Number of discharge planning cases handled through multi-professional joint working arrangements in hospitals/prisons and the community	Revised	M4.2A	Number of Housing First planning cases handled by health professional led multi-agency care management approach
A4.3	Review provision of refuge accommodation for female victims of domestic abuse to ensure it is adequate across all divisions	Complete	A4.3A	Complete development of the Temporary Accommodation Strategic Plan and progress implementation

6. Covid-19 and homelessness

6.1. During the initial months of the pandemic, the Council and its partners focused resources on providing an emergency response, ensuring the delivery of critical services to vulnerable customers. The impact of Covid-19 has been closely monitored throughout 2020/21, with local authorities and partners working together to share their experiences and understanding of the impact of the pandemic on homelessness services and the delivery of the RRTP.

6.2. Covid-19 resulted in an increase in the level of homelessness presentations received by the Council, from 2,090 in 2019/20 to 2,225 in 2020/21. The most common reasons for homelessness were:-

- Parents/friends can no longer accommodate (27%)
- Relationship breakdown (non-violent) (21%)
- Fleeing non-domestic violence (4%)
- Relationship breakdown (violent) (15%)

6.3. Across Scotland, the pandemic significantly increased the demand for temporary accommodation from homeless households and limited throughput to settled accommodation. Between September 2019 and September 2020, across Scotland there was a 24% increase in demand for temporary accommodation. The national

position was broadly reflected in South Lanarkshire, where a 28% increase in demand was experienced during 2020/21.

- 6.4. The letting of suitable accommodation to homeless households continued to be prioritised by the Council and its RSL partners, however, the restrictions arising from Covid-19 significantly limited the availability of both permanent and temporary accommodation. This resulted in some use of Bed & Breakfast accommodation for very limited periods of time and in out of area placements, particularly during the early stages of the first lockdown.
- 6.5. In response, there has been a significant increase in the supply of temporary accommodation in South Lanarkshire, with an additional 105 temporary furnished properties delivered by the Council, RSL partners and private sector landlords in 2020/21.

In addition, 54 First-Stop/ Rapid Access accommodation places were secured as an interim response to the pandemic through innovative partnership working between the Council and the University of West of Scotland, where vacant student accommodation in Hamilton was used to enable increased emergency placements. It is expected that this accommodation will continue to be utilised until September 2021.

- 6.6. It is anticipated that throughput from temporary to permanent accommodation will continue to be constrained during 2021/22 and optimising the supply of temporary accommodation will continue to be a particular priority during the year.
- 6.7. Partners recognise that, during the year ahead, the RRTP will require to be sufficiently flexible to ensure resilience against the uncertainty presented by the pandemic. To date, this has been most clearly demonstrated by the requirement to increase the supply of suitable temporary and emergency accommodation to meet the increased demand from homeless households. While this is contrary to the long-term objective of the RRTP, to move away from significant use of temporary accommodation, the provision continues to be essential to meet the specific needs arising from pandemic, and the Council's statutory obligations. The need to ensure the continuing optimum supply of suitable temporary accommodation due to the pandemic has been highlighted in the annual review report.
- 6.8. The annual review report incorporates a section which highlights the impact of Covid-19 on homelessness and homelessness services.

7. National and Local Policy Agenda

- 7.1. The annual report highlights recent national and local policy changes.
- 7.2. During 2020/21 the Scottish Government reconvened the Homelessness and Rough Sleeping Action Group (HARSAG) and in October 2020 made a further 35 recommendations. The 'Ending Homelessness Together' Action Plan was subsequently revised to take account of the learning from the pandemic.
- 7.3. The Homeless Persons Unsuitable Accommodation (Scotland) Order 2014 was extended in May 2020, to cover all homeless households. Due to the ongoing Covid19 pandemic, temporary exemptions to the Order were put in place until September 2021.
- 7.4. Housing 2040, the Scottish Government's route map for the housing sector for the next 20 years was published in March 2021.

- 7.5. Linked to South Lanarkshire's RRTP and the national agenda around temporary accommodation standards, the Resource reviewed the supply and demand for temporary and supported accommodation. A Temporary Accommodation Strategic Plan is being developed which sets out the objectives and actions required for the short, medium and longer-term to ensure optimum supply of suitable accommodation across a range of service user needs. Actions include reshaping and updating the provision of temporary and supported accommodation in some localities.
- 7.6. Building on the strong partnership approach between the Council and Women's Aid South Lanarkshire and East Renfrewshire, work to further develop responses to domestic abuse is being undertaken. A housing pathway for victims of domestic abuse, which aims to prevent homelessness, has been developed and implemented during 2021. This approach links to wider objectives of the South Lanarkshire Gender Based Violence Partnership and takes account of recent developments including the publication of 'Domestic Abuse: A good practice guide for social landlords'; changes in legislation; and internal revisions linked to the Chartered Institute of Housing 'Make A Stand' pledge which Housing and Technical Resources has signed up to.
- 7.7. Work is ongoing to further develop the existing partnership approach between Housing and Technical Resources and Social Work Resources to create alternatives to homelessness for care experienced young people. Dedicated support provided by Officers within both Resources and the implementation of a revised person-centred pathway will ensure that there is a planned and supported approach in place for young people moving on from care. The revised approach will also move forward the introduction of supported accommodation and the planned expansion of the supported carer network to meet a wide range of accommodation and support needs.

8. RRTP Priorities for 2021/22

- 8.1. A key aspect of the annual review process is to consider the appropriateness of the actions identified in the RRTP, with a particular focus on those to be progressed during the future years of the plan.
- 8.2. The review of progress in Year 2 of the RRTP noted that, under very challenging circumstances, significant positive indicators of success have been achieved. Covid-19 has, however, impacted on the ability to fully progress certain actions and, consequently, the review group expressed support for Year 3 of the plan to broadly mirror Year 2, to allow actions which had commenced to be further developed, monitored and reviewed.
- 8.3. As a result of Covid-19, the current focus remains on delivering critical and essential services and meeting need. There remains, however, a commitment to delivering RRTP priorities both in the short term and to ensure the longer-term objectives of the plan.
- 8.4. Year 3 priorities will build on key learning points from the initial two years of the plan and also on the progress achieved by working in partnership to deliver services which are focussed on preventing homelessness and minimising the impact of homelessness where crisis cannot be avoided.
- 8.5. Detailed below is a summary of the key priorities to be progressed during Year 3 of the plan (2021/22):-
 - Responding to the ongoing impact of Covid-19
 - Complete development of the Temporary Accommodation Strategic Plan and progress implementation
 - Continue to deliver affordable homes for social rent

- Ongoing focus on prevention of homelessness, particularly in relation to households with children
- Continue to reduce long-term homelessness
- Sustain or increase the proportion of social housing lets directed to homeless households
- Further progress the homelessness Directions contained within the Strategic Commissioning Plan
- Continue to maintain and develop links to the Local Child Poverty Action Report
- Monitor implementation of specific pathways for victims of domestic abuse and young care leavers
- Continue to implement specific pathways for individuals released from prison
- Continue to focus on pathways and a Housing Options approach for young people
- Monitor the Private Sector Access and Sustainment Service
- Continue to expand the Council's HomeStart service for new tenants
- Continue to expand the Council's Housing First approach
- Continue to convert temporary units to permanent accommodation
- Commence review of housing support services and commissioning arrangements for implementation of any new model by 2023

9. Next Steps

- 9.1. The RRTP Annual Review 2020/21, attached as Appendix 1, will be submitted to the Scottish Government by the required timescale of 30 June 2021 and, thereafter, published on the Council's website.
- 9.2. The outcomes from the RRTP Annual Review 2020/21 will be presented to the South Lanarkshire Community Planning Partnership Board for noting on 15 September 2021.
- 9.3. The Homelessness Strategy Group will continue to meet regularly throughout the year to ensure that the RRTP priority actions are being delivered and to monitor and report on progress made.
- 9.4. The impact of Covid-19 will be closely monitored, and strategic approaches and priorities adjusted to reflect emerging issues and requirements. This will continue to be reported as part of the annual review process.

10. Employee Implications

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

11. Financial Implications

- 11.1. The RRTP confirmed the level of resources required to be directed towards the prevention and alleviation of homelessness. The Scottish Government has provided £1,741,000 in funding to assist in the development and implementation of the RRTP. This includes £440,000 to support the continued implementation of the RRTP in 2021/22.
- 11.2. As part of the ongoing RRTP monitoring and review process, consideration is given by all partners on how to further embed RRTP activities into mainstream services. At the same time, partners will continue to identify opportunities to access additional funding, which is required to meet not only RRTP objectives, but also to support achievement of national objectives detailed within the Ending Homelessness Together Action Plan.

12. Climate Change, Sustainability and Environmental Implications

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

13. Other Implications

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

13.2. There are no additional risks associated with this report.

14. Equality Impact Assessment and Consultation Arrangements

14.1. An equality impact assessment was carried out on the RRTP. The assessment confirmed that the plan will make a positive contribution to the promotion of equalities.

14.2. A Strategic Environmental Assessment (SEA) pre-screening determination was completed as part of the development of the RRTP 2019-24. This confirmed there is no requirement for a separate SEA to be carried out for the RRTP.

14.3. The RRTP was developed and co-produced with a range of key partners and stakeholders. These groups have confirmed their commitment to work together to ensure the delivery of the priority outcomes. Through the Homelessness Strategy Group, these partners have been involved in monitoring and reviewing progress of the plan.

Annette Finnan
Head of Housing Services
(Housing and Technical Resources)

7 June 2021

Link(s) to Council Values/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
- Support our communities by tackling disadvantage and deprivation and supporting aspiration

List of Background Papers

- South Lanarkshire Rapid Rehousing Transition Plan 2019-24, Housing and Technical Resources Committee Report, 23 January 2019.
- Annual Review of the South Lanarkshire Rapid Rehousing Plan 2019/21. Housing and Technical Resources Committee Report, 16 September 2020.

Contact for Further Information

If you would like further information, please contact:-

Jacqueline Fernie, Homelessness and Housing Support Manager
Tel 07795454041.

South Lanarkshire Council
Rapid Rehousing Transition Plan
Annual Review 2020-2021



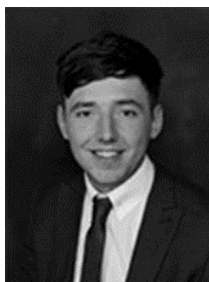
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Foreword

Councillor Josh Wilson

Chair of Housing and Technical Resources Committee



I am pleased to report that that despite the challenges faced in responding to the impact of Covid-19, the second year of South Lanarkshire's Rapid Rehousing Transition Plan has been a successful one with a wide range of services and partner organisations coming together and working towards our shared aim of addressing homelessness across South Lanarkshire.

This review shows the breadth of work that has been undertaken over the second year of the RRTP. In particular I am pleased to see the good progress on scaling up the council's commitment to a Housing First approach, providing housing and wrap around support for individuals with multiple and complex needs. We have also continued to work towards our commitment to delivering 1,000 additional council homes, alongside significant increases in the numbers of additional affordable housing provided by our housing association partners.

While Covid-19 has had a significant impact on the programme of construction, as we move forward into year three of the plan, I am confident that we will continue to build on the good work and outcomes already achieved. Ensuring we maximise opportunities to increase the supply of affordable housing will provide the essential foundation for delivering the impact on homelessness which we seek to achieve over the remaining years of the plan.

Councillor Maureen Chalmers

Deputy Council Leader

Chair of South Lanarkshire's Community Planning Partnership Board



Over the past 12 months, a broad range of work to tackle homelessness and meet the needs of homeless households has been delivered by partners from across the Community Planning Partnership.

The scale of the homelessness challenge facing local authorities from the onset of the Covid-19 pandemic meant that new approaches were required to streamline systems to ensure that the council's commitment to homeless service users was not compromised. A number of innovative approaches have been put in place using the fundamental strength of our community partnerships commitment to allow continuity of our emergency response to homelessness.

This review highlights just some of the excellent work that is being delivered every day by partners, to improve the lives of people in South Lanarkshire, in particular those who are disadvantaged and vulnerable and who most need help and support. We must ensure that we continue to maintain focus to ensure that we achieve a step change in addressing homelessness across South Lanarkshire.

1. Summary of Year Two progress

1.1 Effective partnership working and a shared commitment to addressing homelessness has enabled good progress to be made during the second year of the South Lanarkshire Rapid Re-Housing Transition Plan (RRTP).

This review, co-ordinated by the Homelessness Strategy Group, confirms South Lanarkshire's commitment to partnership working in the delivery of services and support to those experiencing homelessness, and the progress made in delivering on the outcomes within the RRTP.

A summary of the key highlights from the second year of the RRTP include:-

- The council and its Housing Association partners have continued to increase the supply of affordable housing in South Lanarkshire, delivering a total of 339 additional homes during the year.
- Continued growth of the Housing First approach with a further 13 households with multiple and complex needs supported during the year. A total of 26 households are now included within the programme.
- An 8% reduction in the number of homeless households with children under 16 years of age.
- An increase in the percentage of vacant social rented properties directed to homeless households, 61% of all vacant council homes and 42% of Registered Social Landlord homes compared to 51% and 37% respectively the previous year.
- Reducing long-term homelessness, with 41% fewer homeless households living in temporary accommodation for more than 12 months.
- A 3% increase in the number of homeless households sustaining their tenancies for more than 12 months, to over 91%.
- Reducing repeat homelessness at 4.6%, compared to 6% nationally (latest available annual statistics 2019/20).
- A further 27 temporary homes converted to secure tenancies, reflecting the choice of the homeless household and settled position reducing any further upheaval.
- Significantly increased the supply of temporary accommodation during the year to meet increased demand resulting from the Covid-19 pandemic.
- Deployment of full range of support services to meet immediate needs including provision of food and mobile phones, in partnership with internal and external partners, minimising the impact of the pandemic on vulnerable households.
- Establishment of the Private Sector Access and Sustainment Service to support households to access private sector accommodation which met their needs.
- Increased funding available through the Tenancy Sustainment Fund to assist council tenants experiencing financial difficulties.
- Improving homeless prevention outcomes with a 17% increase in the number of cases closing with final outcome prevented homelessness.
- Continuation of the successful HomeStart team which supports and assists all new council tenants to set up and maintain their tenancy.
- Through the continuation of the digital inclusion project, 'Bringing IT Home', 55 homeless families with children have been provided with devices and unlimited internet access for 2 years.
- Continued commitment to meeting the needs of vulnerable groups through the development of specific housing pathways for victims of domestic abuse and care experienced young people.
- Developing a Temporary Accommodation Strategic Plan, that links to RRTP objectives and national accommodation standards.

- Partnership approach to creating alternatives to homelessness for care experienced young people, including additional support available via a central throughcare and aftercare team and work to introduce supported accommodation as an alternative to children's house or independent living.
- 'Make A Stand' partnership group completed a review of refuge accommodation which confirmed appropriate provision.
- Continued development of a partnership approach to homeless prevention and response for victims of domestic abuse.
- Continued implementation of SHORE standards.
- Establishment of pathways to housing and homelessness assistance and advice where risk is identified by the new Community Link workers, who receive referrals from GP's.
- Introduction of a crisis response service delivered by Turning Point Scotland which aims to prevent/reduce harm.

2. Background

2.1 National Context

The Scottish Government set a national vision for rapid rehousing transition plans to be developed in 2019 and implemented across Scotland as a way of reducing homelessness.

During 2020/21 there have been further national developments in housing and homelessness policy, some in response to the pandemic, which incorporate objectives which encourage embedding Rapid Rehousing and a Housing First approach into homelessness services. These include:-

- Reconvening of the Homelessness and Rough Sleeping Action Group (HARSAG) in June 2020, which updated recommendations and required actions to address the impact of the public health emergency, including a top line objective of ensuring ongoing access to emergency self-contained accommodation to minimise infection risk and maximise opportunities locally and nationally.
- Subsequent revision to the 'Ending Homelessness Together' Action Plan to take account of key learning points from the Covid-19 pandemic.
- Extension of the Homeless Persons Unsuitable Accommodation (Scotland) Order in May 2020, to all homeless households and to include new types of temporary accommodation as exempt from the Order (with temporary Covid-19 exemptions in place until September 2021).
- Preventing Homelessness in Scotland, a report by the Prevention Review Group recommending the introduction of statutory prevention duties across public bodies
- Housing to 2040, the Scottish Government's route map for the housing sector over the next 20 years published in March 2021.

2.2 South Lanarkshire Context

South Lanarkshire Council's Rapid Rehousing Transition Plan 2019-24 (RRTP) was developed in conjunction with a wide range of partners and submitted to the Scottish Government in December 2018, the RRTP builds upon a well-established partnership framework and aims to act upon the unique opportunity to achieve a step change in preventing and reducing homelessness in South Lanarkshire. The vision set out in South Lanarkshire's RRTP is to ensure: -

"Homelessness in South Lanarkshire is significantly reduced, with homeless households moving to a settled home as quickly as possible"

- 2.3 South Lanarkshire Council has a long standing strong commitment to meeting the needs of homeless people. Over a number of years, the council has significantly increased and developed our model of temporary accommodation to meet a range of needs, tested and expanded prevention activity, and, since 2019 the council has undergone a fundamental shift to rapid rehousing, working in partnership with a range of stakeholders who have come together to provide improved services which aim to improve the lives of some of the most marginalised people in our society.

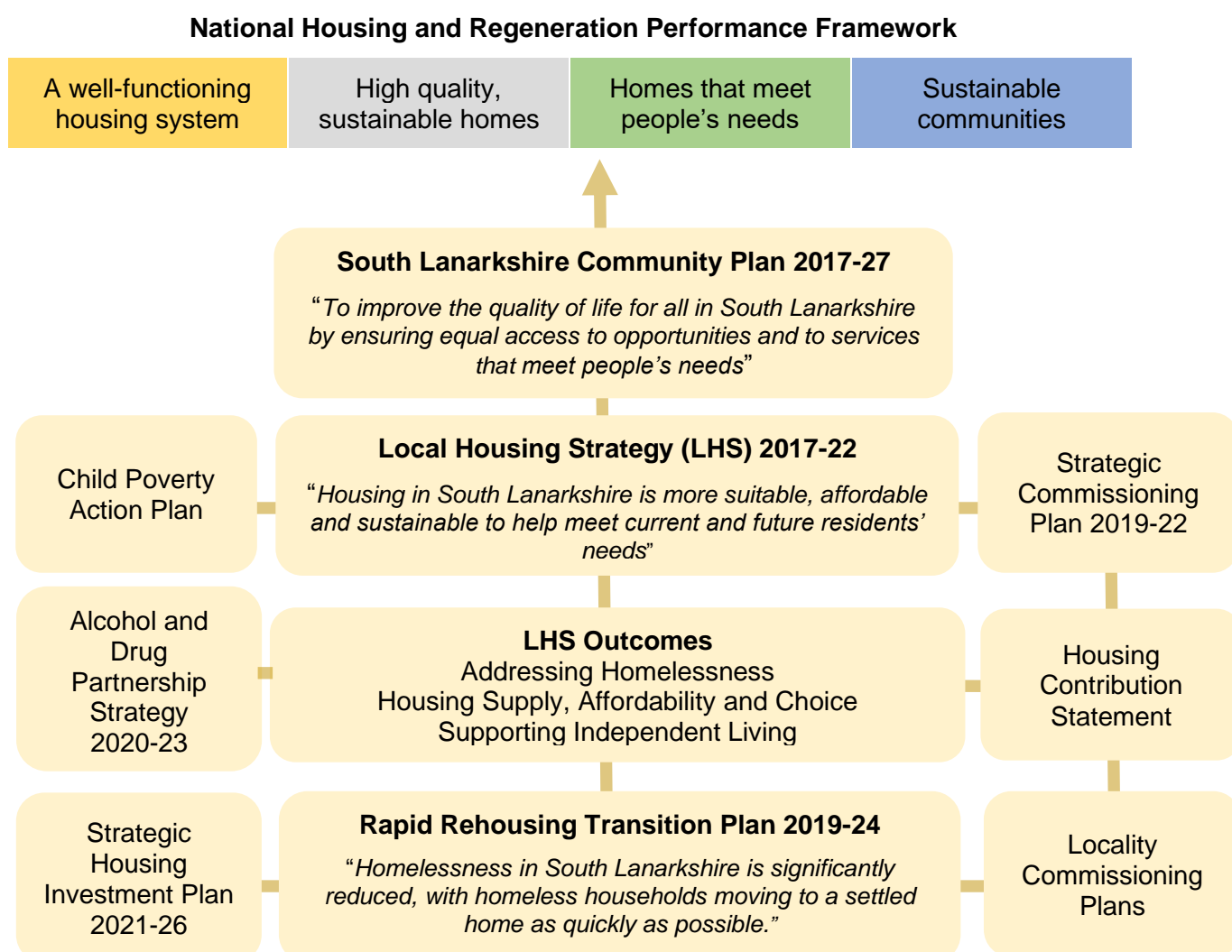
2.4 Co-production

This RRTP was co-produced and the second annual review was also carried out in a co-production way through intensive engagement with key partners and stakeholders, including through the range of well-established partnership groups including the Local Housing Strategy Steering Group, Homelessness Strategy Group, 'Make A Stand' Group, which includes representation by Women's Aid South Lanarkshire and East Renfrewshire, a range of Corporate Parenting groups and boards, Alcohol and Drug Partnership and related groups such as drug death monitoring. The review reflects the progress that has been made against the most challenging of backdrops, namely mitigating the impact of Covid-19. This has meant that the focus proposed within the RRTP and some of the outcomes to be achieved have been paused temporarily while the short-term focus has been to ensure effective mitigation during the public health emergency.

2.5 Links to other Strategies

The RRTP was developed to align closely with a broad range of partner strategies and plans being progressed in South Lanarkshire. Figure 1 below demonstrates the relationship between these and the National Housing and Regeneration Performance Framework.

Figure 1: Diagram showing RRTP Links to other plans and strategies



2.6 During 2020/21, further work continued to strengthen the above links, ensuring homelessness and its wider impact is appropriately reflected in each strategy/plan. Key developments included:-

- the inclusion of particular actions relating to homelessness within the Local Child Poverty Action Plan 2020/21;
- the inclusion of specific RRTP actions within the South Lanarkshire Community Plan;
- the inclusion of homelessness actions and monitoring within the Children's Services (Corporate Parenting) Action Plan;
- the progression of two Homelessness Directions within the Health and Social Care Partnership's Strategic Commissioning Plan (2019-22);
- the inclusion of action on homeless prevention within the Alcohol and Drug Partnership Strategy 2020-23 (Priority 4 A public Health Approach) and overall emphasis on early intervention and prevention.

2.7 **Feedback**

The Scottish Government provided valuable feedback on the South Lanarkshire RRTP, highlighting a number of key strengths, in particular the strong partnership approach which is in place.

Similarly, a review of all 32 RRTP's in Scotland was carried out by Crisis in 2020. Positive feedback was received in relation to the South Lanarkshire RRTP, highlighting the inclusion of Partner Contribution Statements within the plan as useful in understanding prevention activities from a different perspective. Crisis found the approach of Partner Contribution Statements helpful in solidifying partners' contribution to the RRTP vision.

Positive feedback was also provided in relation to the Plan's focus on enhancing starter pack options for new tenants and on the extension of the personal housing planning approach.

2.8 **Governance**

The South Lanarkshire Homelessness Strategy Group is the partnership responsible for the prioritisation and delivery of actions set out within the RRTP, in addition to the range of actions routinely monitored across the range of partnership plans.

The group meets every eight weeks and have the following remit:-

- monitoring and reporting on progress in relation to the RRTP;
- reviewing and updating key actions and measures/indicators, considering new and emerging policy priorities and resources as required.

The RRTP was developed to ensure that its' priority objectives aligned with the Local Housing Strategy (LHS) 2017/22 priority outcomes for addressing homelessness. The chairperson of the Homelessness Strategy Group is responsible for attending and providing regular progress updates in relation to the RRTP and homelessness to the South Lanarkshire Local Housing Strategy Steering Group.

Annual updates on progress against the actions within the LHS are reported to Executive Committee and the RRTP reported to Housing and Technical Resources Committee and the Community Planning Partnership Board.

2.9 Funding

In 2020/21, the second full year of the plan, £453,000 was allocated to South Lanarkshire with a further £282,000 received in March 2021 from the Scottish Government. Scottish Government funding can be carried forward into Year three of the RRTP, in addition to the confirmed allocation of £440,000 for Year three.

In total, the funding allocation to South Lanarkshire from the Ending Homelessness Together fund has been £1,741,000.

The level of funding allocated and secured since 2019 is less than the original calculations made to resource the delivery of the plan. While partners have continued to progress actions utilising all resources available, some actions within the plan have been limited as a result.

A summary of the key areas which have been progressed using funding received from the Scottish Government's Ending Homelessness Together Fund is detailed below:-

- Expansion of existing commissioned services delivering intensive/wrap around support based on a care management approach to meet more complex needs, in particular improving links across housing, health and addiction services.
- Introduction of specialist support services to meet a range of complex need including repeat homelessness, multiple needs in particular addiction and mental health, further supported by Alcohol and Drug Partnership (ADP) funding.
- Scaling up of the Housing First approach and enhanced furniture starter pack provision offering service users greater choice and support in making their house a home.
- Recruitment of specialist officer to support the effective implementation of SHORE standards supporting individuals on release from prison.
- Recruitment of a specialist officer to support delivery and embed a revised pathway for young people moving on from care. The approach strengthens early interventions and ensures a person-centred pathway to support young people to transition to their own tenancy
- Recruitment of specialist officer to support delivery and embed a revised pathway to prevent homelessness for those affected by domestic abuse. This approach takes account of recent changes in legislation and good practice linked to the Chartered Institute of Housing, 'Make A Stand' pledge.
- Revision existing Rent Deposit Scheme to form a Private Sector Access and Sustainment Service which offers an alternative housing option for homeless applicants and widens prevention activities.
- Delivering 'Bringing IT Home', a digital inclusion programme, further supported via Connecting Scotland and Lintel Trust funding.

Other funding sources

The Homelessness Strategy Group is clear on the need to actively consider other potential funding routes to take forward priority activities, and on the need to consider how mainstream services and budgets can be revised or re-focused to help deliver RRTP priorities.

In February 2021, £10,000 was allocated to South Lanarkshire Council from the Lintel Trust's Community Benefit Fund for the expansion of the 'Bringing IT Home', the digital inclusion project for distributing IT equipment and two years internet access to homeless families with children.

Opportunities will continue to be explored to maximise the potential for digital inclusion within the homeless population through the Scottish Government's Connecting Scotland initiative which aims to distribute 50,000 pieces of digital equipment by the end of 2021.

For a second year the Alcohol and Drug Partnership supported delivery of specialist support to meet multiple and complex needs with the allocation of £40,000. This partnership approach led to a joint bid for additional funding to introduce a crisis response service. The bid was successful in securing £63,000 to be committed in Year three to deliver a 1-year programme in partnership with Turning Point Scotland. This service aims to address trends identified in the Hard Edges report published by Heriot-Watt University in 2019, surrounding the increase in deaths among the homeless population. The national trend identified in the report mirrors the position in South Lanarkshire where deaths have risen from 13 during 2018/19 to 15 during 2019/20.

3. Covid-19 and homelessness

3.1 The Covid-19 pandemic has and continues to have a profound impact on society, in particular vulnerable groups, including those experiencing homelessness. Indeed, the updated findings and recommendations from HARSAG highlighted that Covid-19 had a disproportionate impact on some groups of people over others, including those experiencing homelessness and/or the socio-economic factors that contribute to homelessness.

3.2 In South Lanarkshire this can be evidenced by the 6.5% increase in homelessness presentations and the 28.1% increase in demand for temporary accommodation. During 2020/21, this trend mirrored that experienced across Scotland where between September 2019 and September 2020 there was a 24% increase in demand for temporary accommodation.

3.3 Recovery planning

Before the global pandemic, the Scottish Government had published an action plan in November 2018, 'Ending Homelessness Together' which provided a focus across Scotland to tackle homelessness. The onset of the pandemic fundamentally changed many aspects of service delivery and created new challenges and consequently HARSAG were reconvened in June 2020 and produced further recommendations. These recommendations were accepted by the Scottish Government who published a revised national action plan in October 2020.

The revised Ending Homelessness Together Action Plan included a number of key changes which reflected learning from the impact of the pandemic including:-

- Scale up Housing First approach more rapidly.
- Increase proportion of social homes allocated to homeless households for a limited period.
- Build on evidence base to understand the impact of Covid-19 on the risk of homelessness for particular groups.
- Support people to access digital equipment, data and training.

As national and local lockdown restrictions are eased and move through the recovery phases it is important to ensure people facing homelessness during the crisis are supported to move from emergency accommodation to settled housing. By implementing a robust planning approach to the supply of temporary accommodation, the council is in a good position to meet increased demand while at the same time taking a stepped approach to the long-term objective of reducing temporary units as rapid rehousing becomes embedded.

3.4 Local Resilience

The Homelessness Strategy Group continued to meet on an 8-weekly basis on a virtual platform throughout 2020/21 allowing monitoring of key objectives and planning to

continue. Flexibility and resilience became apparent as key learning points from the pandemic.

Housing Services senior managers also attended fortnightly meetings of the Housing Options West HUB meeting, benefiting from shared learning across authorities and Scottish Government updates, which was very helpful early in the pandemic.

The strong partnerships developed through the implementation of the RRTP resulted in close joint working to increase the stock of dispersed temporary accommodation throughout South Lanarkshire as a priority by sharing responsibility with RSL partners.

Community Planning Partners working together also ensured a range of needs were met. This included the provision of a hot evening meal for all individuals accommodated within homeless cluster projects throughout early lockdown periods and continued for as long as clients wished.

The scale of the pandemic meant that new approaches were required to ensure that the council's commitment to provide good quality temporary accommodation was maintained, ensuring resilience to the resulting challenges and increased demand.

This was achieved through the establishment of a unique and innovative partnership with University of West of Scotland to lease former student accommodation in Barrack Street, Hamilton to provide 54 units of First Stop/Rapid Access Accommodation, and 1 family unit as a short-term solution to increased demand for temporary accommodation as a result of the pandemic.

This service is delivered in partnership with The Salvation Army who were commissioned to provide 24/7 support to residents who spend on average 32 days there before moving to settled accommodation. The introduction of this project allowed for immediate and significant temporary accommodation needs to be met throughout the pandemic, limiting use of Bed & Breakfast accommodation and out of area placements. Customer feedback in relation to the accommodation and support provided has been very positive, a testament to the quality of the support provision.

Barrack Street Emergency First Stop Accommodation – Service User

My safety and well-being are better. Staff have supported me through my mental health issues, and I know that I am safe. I was contemplating suicide the day before being placed here. I have been told many times that my support needs are too high for places, but Barrack Street took me in and have supported me through my mental health problems. I have been in hospital many times due to this but now is the first time that I actually feel safe and supported.

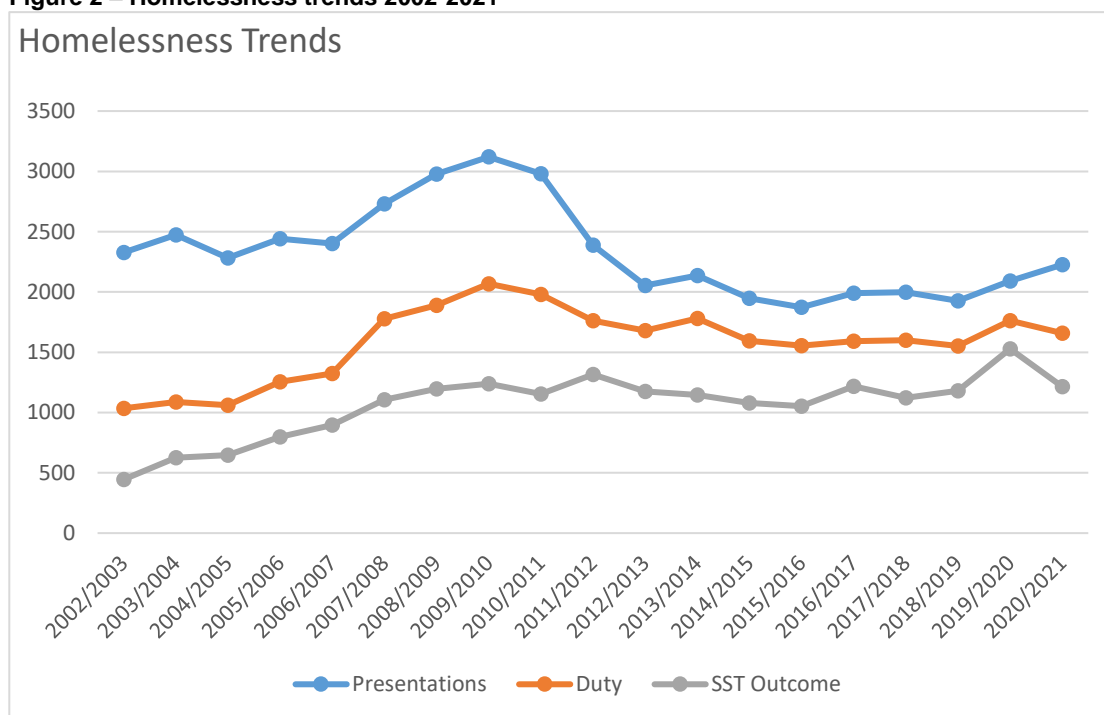
4. Homelessness Trends in South Lanarkshire

- 4.1 In line with national guidance the RRTP incorporates analysis of homelessness trends over the last 15 years. The annual review provides an opportunity to consider any significant changes against the baseline position and projections contained within the RRTP and the actual figures, as at the end of the second year.
- 4.2 The Covid-19 pandemic has had a significant impact on the trajectory of homelessness trends. Given the degree of uncertainty in relation to the pandemic, it is not possible to predict the longer-term implications for homelessness services. Locally partners will continue to work collaboratively to monitor and respond to emerging trends.

4.3 Homelessness demand

- 4.3.1 Figure 2 below demonstrates the trend in the number of homelessness presentations received between 2002/03 and 2020/21, measured against the number of cases where the council had a duty to house the applicant and the number of cases that resulted in a Scottish Secure Tenancy being allocated upon case closure.

Figure 2 – Homelessness trends 2002-2021



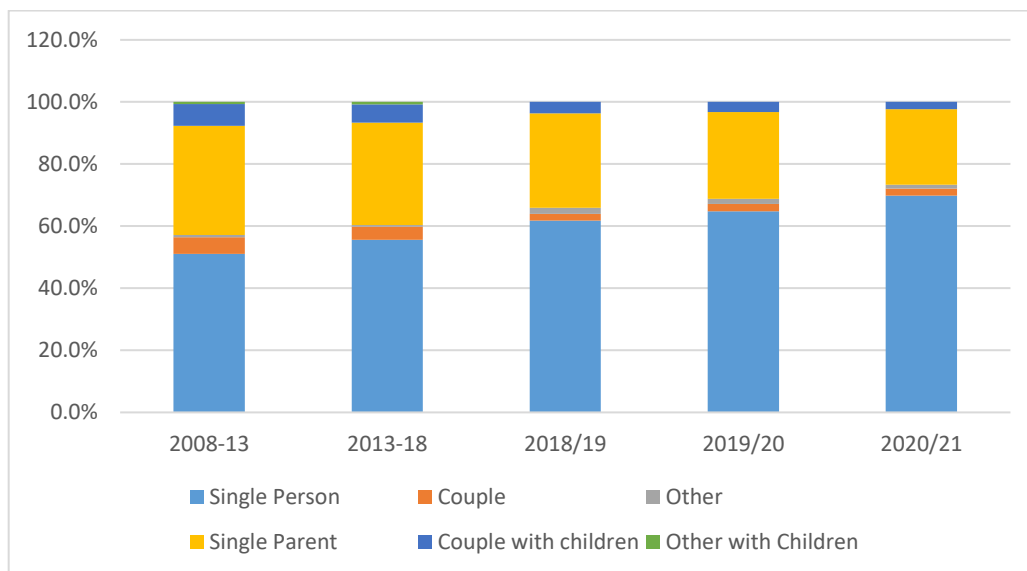
- There has been a 6.5% increase in the number of homeless presentations, from 2090 in 2019/20 to 2225 in 2020/21.
- Of the total number of presentations, the council had a duty to house 75%
- Positive outcomes remain proportionally high with 56% of statutory homeless households being provided with a Scottish Secure Tenancy either by the council or by RSL partners.

- Tenancy sustainment is also improving with 91% of homeless households sustaining their tenancy for over 12 months in 2020/21, compared with 88% in 2019/20.
- There has been a significant increase in the percentage of lets to homeless households in 2020/21 (61%) however the total number of lets has been impacted upon due to the pandemic and therefore the percentage of homeless households being allocated a Scottish Secure Tenancy as an outcome has reduced by 20% (from 1528 in 2019/20 to 1214 in 2020/21).

4.3.2 Profile of homeless households

Figure 3 below provides the profile of homeless households between 2008/09 and 2020/21.

Figure 3 – Profile of homeless households

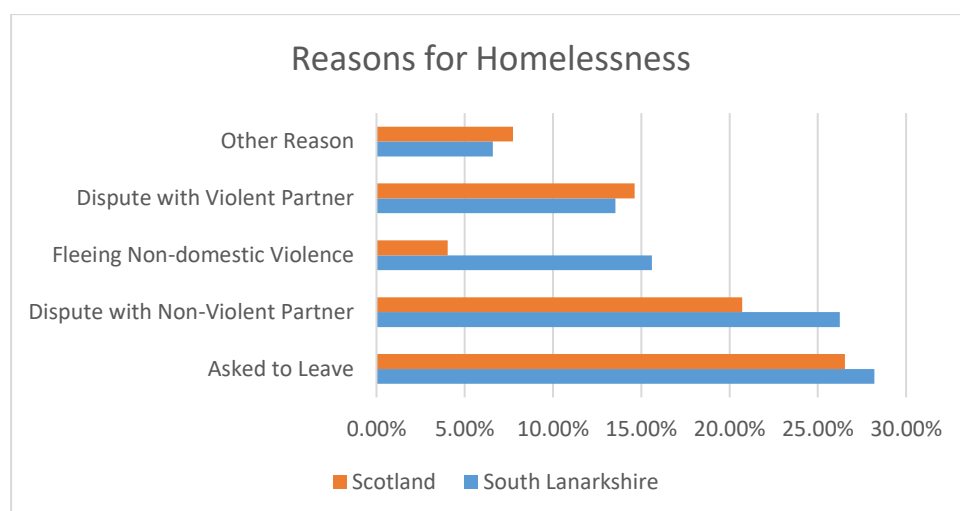


- The majority of homelessness presentations in 2020/21 were made by single people (69.8%). Since 2008 there has been a 19% increase in presentations from this group.
- During 2020/21, there were 672 single men who experienced homelessness and 310 single women.
- Households with children under 16 years accounted for 27% of the total number of homeless households in 2020/21. This is an 8% reduction on the position last year and contributes to a steady decline of 15% since 2008. As at 31 March 2021, there were 219 households with children experiencing homelessness.
- On average approximately 1,000 children in South Lanarkshire experience homelessness each year, although this figure reduced by 6% in 2019/20 and by a further 8% in 2020/21.

4.3.3 Reasons for homelessness

Figure 4 below provides a comparison of reasons for homelessness between South Lanarkshire and Scotland in 2020/21.

Figure 4 – Reasons for homelessness



- Being asked to leave current accommodation continues to be the most common reason for presenting as homeless both in South Lanarkshire (28.2%) and Scotland wide (26.5%).
- Data on reasons for homelessness in South Lanarkshire broadly mirrors Scottish national data with the exception of fleeing non-domestic violence which accounts for 15% of presentations in South Lanarkshire against 4% of Scotland wide figures.
- Relationship breakdown, or disputes, either violent or non-violent, account for 39.7% of all homeless presentations in South Lanarkshire compared to 35.3% across Scotland.
- There is a slightly lower instance of dispute due to having a violent partner in South Lanarkshire, 13.5% compared to the national figure of 14.6%.
- The most common reason for homelessness among households with children during 2020/21 was due to domestic violence, and accounts for 23% of total presentations involving children.

4.3.4 By continuing to monitor RRTP data and its links to the Local Child Poverty Action Report it will be possible to shape support within our homelessness services to meet the needs of these households and attempt to shift the balance of probability of those children going on to experience poverty and homelessness in adulthood.

4.3.5 Where homelessness cannot be prevented the partnership is keen to ensure needs and vulnerabilities are understood at the earliest opportunity in order to mitigate the impact of homelessness on health and well-being.

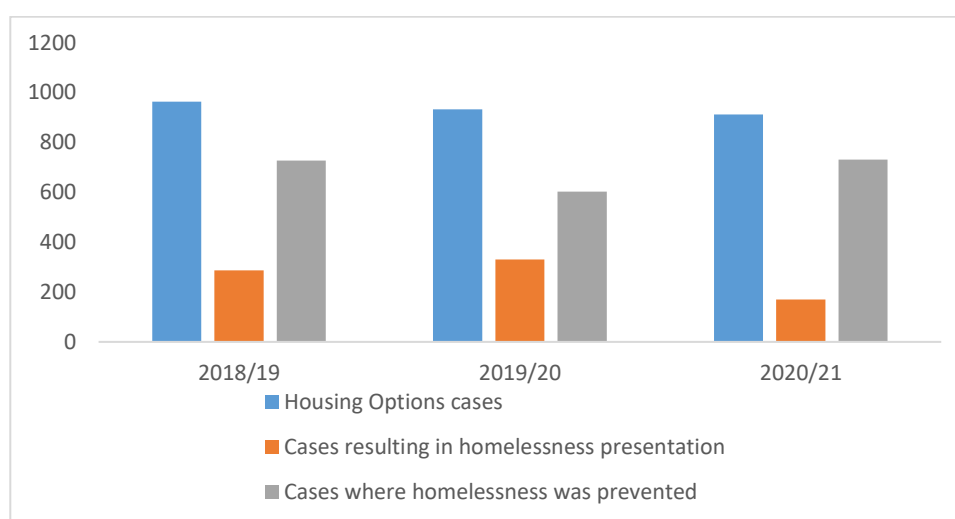
As such in March 2020, South Lanarkshire Health and Social Care Partnership Integration Joint Board approved two homelessness Directions: firstly, to prioritise access to health services for homeless households and establish routine enquiry about homelessness with service users. These Directions align with the particular and specific focus on homelessness within the Health and Social Care Partnership's Strategic Commissioning Plan.

Effectively identifying needs will facilitate positive communication between Housing, Health and Social Care and Education. This will ensure the impact of homelessness as an Adverse Childhood Experience (ACE) both independently and in conjunction with the collective impact of other ACEs which affect children and young people such as domestic abuse and addictions. The Directions will ensure priority access to required services.

4.3.6 Prevention of Homelessness

Figure 5 illustrates the number of cases managed by the council's Housing Options service between 2018/19 and 2020/21 and details of the outcome of advice provided.

Figure 5 – Number of Housing Options cases and outcomes



- In the three-year period between 2018/19 and 2020/21, the number of approaches for housing assistance to the council's Housing Options services has slightly decreased by 5%, from 964 to 912, although as 2020/21 progressed numbers increased as national Covid-19 restrictions eased.
- There has been a 41% decrease in the number of cases progressing to a homelessness presentation from 287 in 2018/19 to 170 in 2020/21. This underlines the positive difference the Housing Options approach is having on preventing homelessness in South Lanarkshire.

There has been a significant focus on the development of prevention services over recent years, including during the period of the pandemic in preparation for an anticipated increased demand on this important first response to emerging housing need and risks.

4.4 Affordable Housing Supply (Social Rented)

- 4.4.1 Figure 6 below, provides details of the increase in social rented stock (owned by the council and Registered Social Landlords) across each housing division over the last two years.

Figure 6 – Total social-rented housing supply (non-sheltered)

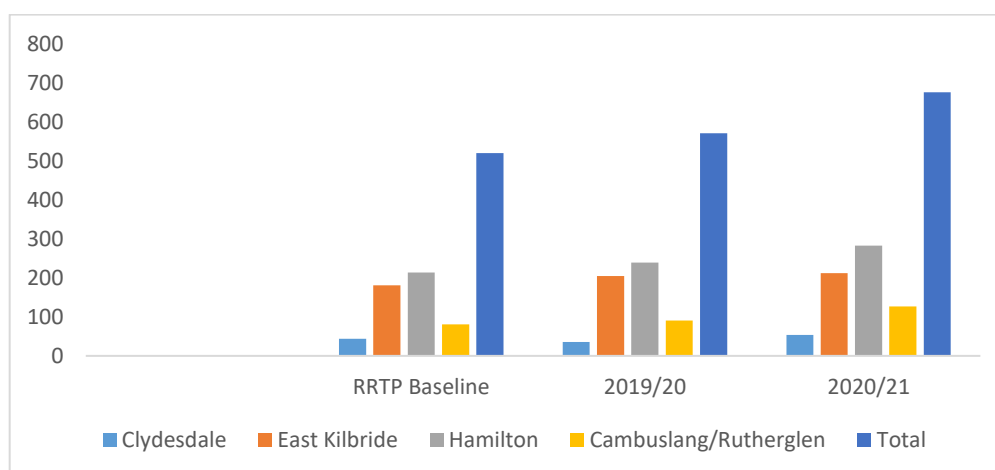
Description	Clydesdale	East Kilbride	Hamilton	Rutherglen/ Cambuslang	South Lanarkshire
RRTP Baseline	6,077	6,261	10,970	6,674	29,982
2019/20 additions	32	107	93	52	284
2020/21 additions	6	210	10	113	339
Total	6,115	6,578	11,073	6,839	30,605

- Throughout the second year of the RRTP and despite the challenges to the construction industry due to Covid-19, the council and its' Registered Social Landlord partners have continued to increase the number of affordable homes for social rent across South Lanarkshire.
- In the 2020/21, a total of 339 additional affordable homes were delivered with 31% (107 homes) designed to meet the needs of those with particular needs, including wheelchair users.

4.4.2 Temporary Accommodation

Figure 7 below provides details of the supply of mainstream (self-contained furnished accommodation) by housing division between RRTP baseline in 2019 and 2020/21.

Figure 7 – Breakdown of mainstream temporary accommodation units by Division.

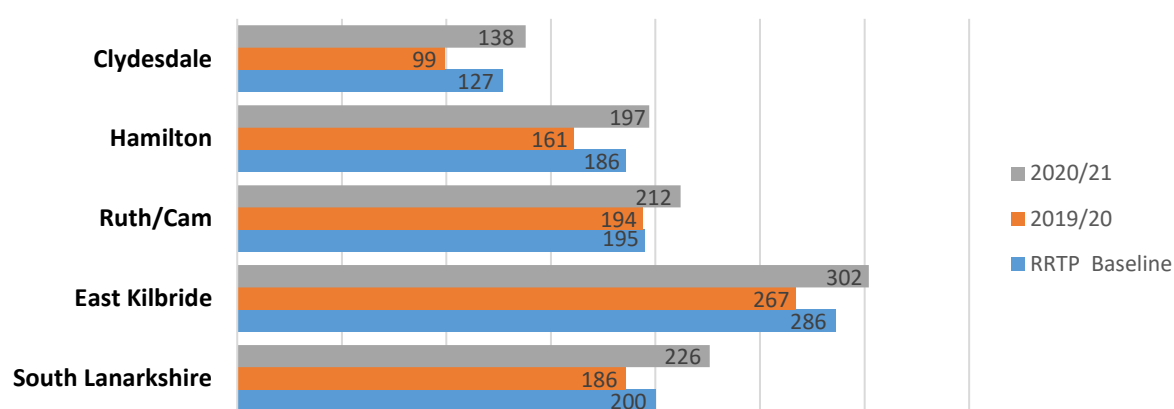


- During 2020/21, in response to Covid-19, a targeted approach was adopted to increase the supply of temporary accommodation in each division as an interim measure. Figure 7 above shows that over the course of the last year, across South Lanarkshire, there has been an 18% increase in the supply of self-contained furnished temporary accommodation properties (from 571 units in 2019/20 to 676 units in 2020/21).

- In addition, there are also 137 units of First Stop/Rapid Access Accommodation, 49 units of supported accommodation and 26 units of refuge accommodation through Women's Aid.

- 4.4.3 The shift in focus of homelessness services to a rapid rehousing approach aims to ensure that all homeless households spend the shortest possible time in temporary accommodation before moving to settled accommodation. Reducing the need for temporary accommodation was an intended outcome of the RRTP and at the end of Year one there were early positive indications of this. This progress was reversed by the onset of Covid-19, which resulted in an increased demand for temporary accommodation, a reduction in turnover levels and consequently an increase in the time homeless households spent in temporary accommodation. It is however important to note that the increase in the supply of temporary accommodation is anticipated to be short-term measure.
- 4.4.4 While it has been necessary to increase the supply of temporary accommodation, work towards a rapid rehousing approach, in line with HARSAG recommendations has also continued. The process of “flipping” temporary units to Scottish Secure Tenancies has continued, with 54 units having been converted to a permanent home for homeless households since the implementation of the RRTP in 2019 with a focus on planning for longer term cases.
- 4.4.5 Figure 8 provides a comparison of the average number of days spent in temporary furnished accommodation (excluding First Stop, Supported or Bed & Breakfast) between 2019 (RRTP baseline position) and 2020/21.

Figure 8 – Average number of days spent in temporary furnished accommodation by Division and SLC



- In 2019 (RRTP baseline) the average time spent in temporary furnished accommodation varied significantly by area, from 127 days in Clydesdale to 286 days in East Kilbride. The South Lanarkshire average being 200 days.
- As a result of actions progressed through the RRTP, the South Lanarkshire average number of days spent in self-contained temporary furnished accommodation decreased by 6% to 187 days in 2019/20, although local variations continued.
- In 2020/21, due to the impact of Covid-19, the average number of days spent in temporary accommodation increased across all areas, with a South Lanarkshire average of 226 days, demonstrating a 20% increase on the 2019/20 position.

- 4.4.6 The increase in time spent in temporary accommodation can be attributed to the impact of Covid-19 which has resulted in significant disruption to movement in the housing market, reducing turnover and subsequently throughput from temporary to settled accommodation for homeless households.

Despite this, a specific focus on reducing long-term homelessness has resulted in a significant achievement in the year with a 41% reduction in homeless households living in temporary accommodation for more than 12 months, from 95 cases in 2019/20 to 56 cases in 2020/21.

- 4.4.7 During 2020/21 work to develop a Temporary Accommodation Strategic Plan (TASP) was delayed as a result of the focus on meeting immediate needs related to the pandemic. The plan has now been developed setting out patterns and trends in relation to homeless demand; utilising this information to project forward understanding of need, taking account of RRTP progress, including for example, the impact of Housing First and flipping on temporary accommodation requirements.

The plan sets out the overall strategy covering short, medium and longer-term requirements to meet temporary accommodation needs and realise the partnership's vision of providing safe, secure, comfortable temporary accommodation whenever it's needed within a homely environment. This takes account of the known benefits of creating a psychologically informed environment and is closely linked to the vision set out in related partnership plans such as South Lanarkshire Community Plan and the Health and Social Care Partnership's Strategic Commissioning Plan.

South Lanarkshire's TASP also takes account of key national developments including the Unsuitable Accommodation Order amendments and the development of associated guidance and introduction of Temporary Accommodation Advisory Standards within the Code of Guidance.

Developing the TASP involved a full review of the portfolio of temporary and supported accommodation in terms of scale, type of accommodation, and standards. From this it is clear the model of temporary accommodation is generally the right fit to meet the needs of South Lanarkshire's household provision.

Supply is largely a range of furnished properties across local communities (council and private sector leased properties).

An established approach to facilitate annual review and adjustment of the temporary furnished portfolio, has been strengthened with the introduction of Temporary Accommodation Standards related to community properties. Standards set out criteria to be considered ahead of use as temporary accommodation as well as review arrangements and maximum use timescales before return to a mainstream property, via flipping or otherwise.

TASP review also considered the council's smaller supply of congregate living temporary accommodation and confirmed a supply of First Stop/Rapid Access Accommodation, within each locality, is an ongoing requirement to meet immediate needs in the short/medium term and maintain the council's strong track record in minimising any use of unsuitable accommodation for this purpose.

Similarly, the ongoing requirement for a small supply of 24 hour supported accommodation was confirmed to meet a range of needs including those with multiple

and complex needs, to best support move onto independent living with appropriate support in place.

The TASP considered the quality of existing accommodation in addition to optimal scale and accommodation types, assessing existing supply against standards.

The review has highlighted that the standard of congregate living accommodation varies and the TASP recommends re-provisioning of 1 unit, a co-located First Stop/Rapid Access and supported accommodation unit to be replaced by smaller separate First Stop and supported units. Other First Stop and supported congregate living projects remain under review as the TASP is further developed, monitoring and assessment continues.

The TASP will be finalised during 2021 with an implementation plan established to deliver on key actions and highlight financial/funding implications.

4.5 Repeat Homelessness

- 4.5.1 During 2020/21, there has been a decrease in the proportion of repeat homelessness cases compared with the previous year. In 2019/20, 5.4% of all homeless presentations were repeated within 12 months compared with 4.6% in 2020/21. An increased focus on support, particularly for cases with complex needs, contributes to improvements in tenancy sustainment and prevention of repeat homelessness. Analysis of repeat homelessness cases is undertaken to inform future service development and to shape financial planning for future service development.

5. Year Two progress

- 5.1 Tackling homelessness requires a shared commitment from a range of agencies and partners in the public, private and third sectors. As such the RRTP was co-produced with partners and stakeholders involved in the decision-making process for agreeing priority actions contained within the plan.

5.2 Reviewing the plan

The Homelessness Strategy Group has responsibility for monitoring progress in relation to the RRTP and overseeing the annual review, including the evaluation of progress against actions and measures set out within the action plan and consideration of the appropriateness of the actions identified.

In reviewing the second year of the RRTP, it is recognised that progress has built upon the existing foundations of strong partnerships and this will ensure the continuation and further development of key areas of work, particularly around mitigating the impact of Covid-19. Consequently, it has been noted that while the expected progress in Year two has resulted in meeting key objectives whilst adapting to the impact of the public health emergency, a structure is now in place which will allow positive outcomes to be achieved as the country moves through recovery.

The group continues to:-

- Approve financial projections for staffing resources and commissioned services in the coming year.
- Monitor the progress of the action plan and approve amendments.
- Implement key actions to prevent homelessness from occurring and mitigate the impacts of homelessness on health and well-being.
- Initiate joint working approaches between partners to alleviate crisis and address inequalities in the homeless population.

5.3 Key Highlights in Year 2

Detailed below are key highlights of the progress that has been made towards delivering against the actions and measures outlined against Year two for each of the five RRTP priority objectives. Some examples of service user feedback and case studies have also been provided to demonstrate the positive outcomes achieved.

A summary of progress made in Year two, in relation to all actions and measures detailed in the RRTP Action Plan is also attached as Appendix 1.



Priority Objective 1: Prevent homelessness occurring and significantly reduce homelessness

- Improved the availability of affordable housing in South Lanarkshire, a total of 339 additional affordable homes for social rent were delivered in 2020/21. This included 142 new build homes by Registered Social Landlords, 197 additional council homes (including 53 purchased through the Council's Framework for Open Market Purchase)
- Introduction of a Private Sector Access and Sustainment Service administered by YPeople, replacing the Rent Deposit Scheme and expanding the service to include a new Innovation Fund which provides financial assistance to sustain private sector tenancies and prevent homelessness.
- Continued to develop the Integrated Housing Options model with a focus on early detection of housing risk factors and interventions to prevent homelessness where possible. In 2020/21, 80% of advice cases were closed with support being provided to prevent homelessness from occurring. This represents an increase of 17% on the previous year.
- Continued partnership working through commissioned services with YPeople, The Salvation Army and Blue Triangle Housing Association, to deliver services to support homelessness prevention and tenancy sustainment, with a particular focus on households at risk of repeat homelessness.
- Improved pathways developed between the Integrated Housing Options Team and Adult Employability Services to support adults at risk of homelessness to access work education or training, particularly those facing redundancy due to Covid-19.
- Strengthening of pathway approaches to ensure a planned approach to meeting the needs of young people moving on from a care setting and those affected by domestic abuse with a view to preventing homelessness wherever possible
- Partnership approach to creating alternatives to homelessness for care experienced young people including additional support available via central Throughcare and aftercare team and work to introduce supported accommodation as an alternative to children's house or independent living as the only options (working with Third Sector partner)

Intensive support service user (Blue Triangle)

"This service has helped because it has given me that bit more help and stability to maintain a house. Also, this service has given me the chance to grow my confidence to socialise and mix with people. I have managed to build an excellent relationship with (support worker), he's been there since day one and helped me through a lot. It's not like any other service that I have had or been in and I couldn't have done it without him."



Priority objective 2: Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to a settled home

- Over the course of the year a further 27 temporary tenancies 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.
- Since the implementation of the RRTP, a total of 53 households have had their temporary tenancies converted. This has exceeded the original annual target set and has enabled a number of longer-term homeless households to secure permanent accommodation.
- The Council and its HomeFinder Registered Social Landlord (RSL) partners agreed an increase to the percentage of lets to be directed to those on the Homeless List. In 2020/21, 61% of council properties were let to homeless applicants, an increase from 51% during 2019/20. HomeFinder RSLs collectively let 42% of vacant properties to homeless households, an increase from 36% in the previous year.
- There continues to be a low incidence of rough sleeping in South Lanarkshire. The provision of additional accommodation and access to alternative procurement methods enabled rapid use of hotel accommodation when required. This ensured there was no need for anyone to have no option but to sleep rough in South Lanarkshire.
- During the year there was a focus and partnership approach to meeting the housing needs of long-term homeless households. As at 31 March 2021, there has been a 41% reduction in the number of households who have spent more than 12 months in temporary accommodation.

Case Study - "Flipped Tenancy"

During the year we have worked with people living in temporary accommodation to identify where it would be appropriate for the person to be offered the temporary property on a permanent basis. Converting a temporary tenancy to a permanent home prevents further upheaval for the household.

In one instance a customer was very pleased with the offer as her son had become very settled in the property.

Her eight year old son had developed severe anxiety due to witnessing violence against his mum in her previous relationship. He would not let his mother out of his sight and had become very isolated and would not mix with other children.

When they were allocated their temporary accommodation the child became settled, started going to the park with other children and his schoolwork began to improve.

Identifying this was a positive move for this family the Housing Support Officer discussed the possibility of offering the property as a permanent settled home and a positive solution to their homelessness. The service user reports

"This really worked in my benefit, I couldn't believe my luck and I'm over the moon, my neighbours are pleased there is someone in the house permanently, I am a happy customer".



Priority Objective 3: Improve and increase the provision of housing support for households to live independently within the communities

- The HomeStart service continues to provide support and assistance to new council tenants in South Lanarkshire, including those at most risk of or who have experienced homelessness, to improve tenancy sustainment. This includes assistance to set up and sustain tenancies and providing starter packs where required. In the last year, the HomeStart team provided 217 starter packs to new tenants.
- Partnership work continues with Blue Triangle Housing Association and YPeople Pathways to provide innovative housing support projects across South Lanarkshire. Both Blue Triangle and YPeople provide quality, person centred support in a Psychologically Informed Environment. Support is designed to build personal resilience, strengthen social networks, and empower service users by increasing life skills to support tenancy sustainment. An Intensive Floating Support service is also provided to households with complex needs who have experienced repeat homelessness.
- Three specialist Housing Officer posts extended for 12 months to progress the further development of a Personal Housing Planning approach for vulnerable groups including women experiencing domestic abuse and care leavers and the continued implementation of SHORE standards for the prevention of homelessness on release from prison.
- Partnership work has continued with Women's Aid South Lanarkshire and East Renfrewshire to further develop responses to domestic abuse, including the development of a housing pathway aimed at preventing homelessness. This approach links to wider objectives of the South Lanarkshire Gender Based Violence Partnership and takes account of Chartered Institute of Housing and Women's Aid guidance and recent changes in legislation. The pathway will be fully implemented in the coming year.
- To address digital exclusion in the homeless population, the partnership continued to identify opportunities to improve connectivity for vulnerable groups. In 2020/21 through Connecting Scotland and utilising funding from the Lintel Trust and RRTP, digital equipment and internet access for 2 years was provided to 55 homeless families with children. This will enable the families to access online services such as employability, training advice, welfare supports and online education resources.
- The Complex Case Discussion Panel, involving a range of partners, has continued to review the most complex need homelessness cases. The panel considers the individual circumstances of each case and agrees next steps through the development of a housing and support plan. This approach ensures housing support is not withdrawn for any negative reason, that the service never gives up and every option is explored to meet support needs and secure permanent sustainable accommodation.

Emergency First Stop Accommodation Service User (Barrack Street, Hamilton)

“This service has made a big impact on my life as a whole. I felt safe coming here as it brought me back to where I know. The service has given me a lot of support and I feel confident in myself. I have now linked in with a worker that I lost contact with, I have been meeting with my family as they live in this area too. I feel safe and this is the first time that I have been able to even talk about my trauma. The staff are amazing and if not for this place then I really do not know what I would have done.”

Case Study - Blue Triangle Intensive Floating Support Service

As a child, the service user grew up in a very chaotic home, her mother lived with mental health issues and the service user witnessed drug abuse from an early age, she lost multiple family members through drug deaths and at 16 was introduced to heroin herself.

She is now 35 years of age and has been in the Criminal Justice system for most of her adult life, she has schizophrenia, a personality disorder, she is on a methadone programme and uses street drugs and alcohol.

Every relationship she has had has been extremely abusive and as a result she lost custody of her child 15 years ago and this has escalated into a cycle of failed tenancies and repeat homelessness.

She was identified as a candidate for Intensive Floating Support for moving into her new tenancy and was apprehensive at first however Blue Triangle worked closely with her for several months preparing for a move to a settled home, they discussed options for the most suitable property, advocating for her to ensure her housing and support needs were best met with a focus on the positive opportunities within the community and building trusting relationship.

This service user has been settled in her tenancy since March 2020, this is the longest period of settlement she has had in her adult life.

The intensive support she has been given includes a wide range of assistance to manage a tenancy from budgeting for utilities to purchasing food and items for making her home comfortable. The Service User has indicated that her confidence has grown.



Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs

- The Salvation Army has been commissioned to work in partnership with South Lanarkshire Council on the continued expansion of the Housing First approach, which is consistent with HARSAG revised recommendations. During 2020/21, permanent accommodation with wraparound intensive support was provided to 13 service users. The support provided is flexible and tailored to the needs and circumstances of the service user and includes a 2 week induction prior to moving in where advice is provided on budgeting, Benefit entitlement, managing utility bills as well as introducing the service user to community groups and facilities in the local area. This support has helped to ensure a 100% tenancy sustainment rate for the Housing First cases in 2020/21. Reduced availability of housing in the last year has impacted on timescales to secure settled accommodation however this will be a focus of the Housing First programme in the coming year.
- The extension of the specialist Housing Officer has allowed continuation of the Sustainable Housing on Release for Everyone (SHORE) standards, during 2020/21 203 individuals being detained were contacted to discuss housing circumstances and options before planned release. 52 requests were refused, 103 were advice cases with no further action required and 48 cases required intervention from the SHORE officer to assist with securing accommodation on release.

Housing First Service User

"I cannot believe that I have my own home. I never thought this would be happening to me, but this is all I ever wanted. I understand now that the support that I gain really helps me. I am now looking at volunteering".

"I have been in and out of different homeless places and at that time I thought that this was just the process. My worker contacts me daily just to check in and see how I am doing. She knows me and has supported me to make better choices. I had such a great feeling ordering items for my house. Yes, it's my own little house. I don't feel embarrassed telling people where I live now and this time I am going to make a difference, as my worker says..... I can do this"



Priority Objective 5: Enhance integration and partnership working to embed R RTP through a whole systems approach

- A key feature of the R RTP is the innovative development of Partner Contribution Statements (PCS). These are live documents, prepared by each partner and reviewed annually. They contain the progress of each partner's support to the R RTP by setting out details of specific contributions they will make, individually or in conjunction with other partners, towards ensuring delivery of the five priority objectives. The actions detailed within PCS's are wide and varied reflecting the different roles of partners and the services they deliver. Regular update on partner services is provided to the Homelessness Strategy Group which improves knowledge and understanding of the role of each partner and promotes best practice and consistency for governance of the plan.
- The Homelessness Strategy Group, a sub-group of the LHS Steering Group has collective responsibility for developing and delivering R RTP outcomes, taking account of the voice of lived experience. The group meet every eight weeks to monitor progress against the R RTP action plan and discuss any issues. The group reports quarterly to the LHS Steering Group.
- SLC Housing and Technical Resources continue to work closely with partners in the Health and Social Care Partnership to develop and progress specific 'Directions' within the Strategic Commissioning Plan 2019-22. These unique Directions aim to promote homelessness routine enquiry across frontline health services and prioritise access to services for homeless households, including the introduction of a health and wellbeing assessment for all children affected by homelessness, This is an opportunity to capitalise on existing pathways from health to housing and homelessness services and places South Lanarkshire in a good position to respond to the recommendations of the Prevention Review Group.
- The council is also engaging with the National Health Service on national data trend analysis to understand links between health and homelessness data with a view to aiding preventative activity.
- Supported by ADP, Housing Services were successful in securing funding to deliver an out of hours crisis response service focused on harm reduction and reducing deaths in the homeless population. A partnership implementation group was established which included Housing, Criminal Justice, Nursing, mental health and addiction services. This service, administered by Turning Point Scotland is now live and outcomes will be monitored through 2021/22 with the group continuing to support and inform delivery.
- Partnership bid to Health Improvement Scotland to participate in Homelessness Reducing Harm programme of work.

5.7 Review Scorecard

To monitor progress against each of the five priority objectives in the RRTP, a traffic light scoring system is used. Attached to the priorities are 52 indicators comprising of 32 actions and 20 measures. A further category of blue is an addition to the second annual review and highlights actions which have been completed.

Figure 7 – Traffic light scoring

Colour	Progress
Blue	Complete
Green	Achieved/on target
Amber	Minor slippage
Red	Significantly off target
Grey	Report Later/Contextual

Figure 8 below provides a summary of the position in relation to the progress made towards the achievement of the five priority objectives of the RRTP during 2020/21. Over 96% of indicators were either achieved or were close to target.

RRTP Scorecard 2020/21	Blue	Green	Amber	Red	Grey	Total
Prevent homelessness occurring and significantly reduce homelessness	2	7	4	0	0	13
Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to settled homes	1	6	5	0	0	12
Improve and increase the provision of housing support for households to live independently within communities	0	6	6	0	0	12
Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs	1	7	0	1	1	10
Enhance integration and partnership working to embed RRTP through a whole systems approach	0	5	0	0	0	5
All	4	31	15	1	1	52

Those identified as amber measures and actions will be monitored throughout 2021/22 and those currently listed as “to be reported later” will be progressed or reviewed by the Homelessness Strategy Group during 2021/22.

- 5.8 The annual review provided the opportunity to assess and report on the progress made against each of the actions and measures contained within the plan it also allowed for a general re-examination of the RRTP, to ensure that the objectives, actions and measures identified, remain appropriate, relevant and measurable.

- 5.9 It is proposed that eight amendments are made to the RRTP action plan. These amendments relate to one new proposed action, four actions which completed in 2020/21 and three actions/measures that have been revised.
- 5.10 In terms of the four completed actions, new subsequent actions are proposed to reflect the ongoing progress to be made in these areas throughout the remaining period of the RRTP. In addition, it is proposed that one action be revised and two measures be replaced with new measures to be reported on in year 3 of the RRTP.
- 5.11 The tables below provide details of the revisions be made to the RRTP action plan. Table A details the proposed new action to be added to the RRTP action plan. Table B details the proposed revisions to the action plan and sets out the existing actions/measures to be removed and the proposed corresponding replacement actions/measures, where appropriate. Following approval, all revisions will be incorporated into the RRTP action plan for 2021/22.

Table A: Proposed new action for inclusion in RRTP action plan

RRTP Reference	Proposed new action	Context
A1.8	Continue to develop and implement approaches to support victims of domestic abuse and prevent homelessness	New action building upon the development of the housing pathway for victims of domestic abuse and taking into account legislative changes and good practise

Table B: Proposed revisions to RRTP action plan

RRTP Ref.	Current action/measure	Status	RRTP Ref.	Proposed replacement action/measure (where appropriate)
A1.5	Re-commission and expand Rent Deposit Scheme to support implementation of RRTP	Complete	A1.5A	Monitor progress of the expansion of the Private Sector Access and Sustainment Service administered by YPeople
A1.6	Explore option to provide financial support to private rented tenants to achieve affordability and prevent homelessness	Complete	A1.6A	Monitor the effectiveness of the Private Sector Innovation Fund administered by YPeople for providing financial support to private rented tenants to prevent homelessness
A1.7	Develop Housing Options Framework for young people	Revised	A.1.7A	Continue to develop and implement approaches to prevent youth homelessness, with a particular focus on pathway approach to meeting the needs of care experienced young people

RRTP Ref.	Current action/measure	Status	RRTP Ref.	Proposed replacement action/measure (where appropriate)
A2.1	Develop procedure for converting temporary accommodation units to SST	Complete	A2.1A	Maximise the potential for converting temporary accommodation to a Scottish Secure Tenancy where the property meets the needs of the household
M3.2	Percentage of homeless households provided with Housing Support Officer assistance	Revised	M3.2A	Percentage of homeless households who require support, provided with Housing Support Officer assistance Target 100%
M4.2	Number of discharge planning cases handled through multi-professional joint working arrangements in hospitals/prisons and the community	Revised	M4.2A	Number of Housing First planning cases handled by health professional led multi-agency care management approach
A4.3	Review provision of refuge accommodation for female victims of domestic abuse to ensure it is adequate across all divisions	Complete	A4.3A	Complete development of the Temporary Accommodation Strategic Plan and progress implementation

6. Priorities for 2021/22 (Year 3)

- 6.1 A key aspect of the annual review was to consider the appropriateness of the actions identified in the RRTP with a particular focus on those to be progressed during the future years of the plan.
- 6.2 A sustained focus has been placed on priorities despite the continuing impact of Covid-19. Year three priorities will progress to ensure rapid rehousing is embedded and fully implemented into the projects and actions.
- 6.3 A summary of the key priorities to be progressed during 2021/22 are detailed below: -
- Responding to the continued impact of Covid-19 by recovery plan action management and resilient service provision, including ensuring the supply of temporary accommodation is optimised.
 - Focus on reducing homelessness presentations to pre-COVID-19 levels
 - Continue to focus on pathways and housing options for young people.
 - Continue to deliver affordable homes for social rent in South Lanarkshire in accordance with the Strategic Housing Investment Programme.
 - Ensuring the number of families with children presenting as homeless are further reduced through the range of prevention and partnership support interventions.
 - Continuing progress to reduce long term homelessness by continuing the ongoing programme of delivering affordable housing and converting or “flipping” temporary tenancies into SST’s.
 - Sustain or increase the proportion of social housing allocations to homeless households in line with local letting plans.
 - Remain consistent with the development and implementation of national policy on addressing homelessness and how that is delivered at an operational level.
 - Focus on prevention, early intervention and mitigating the disproportionate effect of homelessness on health and well-being.
 - Liaise with the H&SCP for further progressing the two Homelessness Directions contained in the Strategic Commissioning Plan.
 - Implementation of the actions set out in the Temporary Accommodation Strategic Plan developed to meet strategic priorities relating to the provision of temporary and supported accommodation.
 - Implementation of the plan for a programme of homelessness and tackling poverty school lessons as part of education curriculum.
 - Progress the completion of a data sharing agreement with NHS Lanarkshire for identifying trends in HL1 data in relation to community mental health contact, psychiatric admission and non-elective admissions for substance misuse and self-harm.
 - Progress completion of individual information sharing arrangements to notify education or health as appropriate of a child experiencing homelessness.
 - Implementation of revised Housing/Social Work joint Throughcare protocol for care experienced young people in conjunction with service users and Third Sector partners.
 - Monitor the effectiveness of a newly commissioned out of hours crisis response service from Turning Point Scotland on reducing the number of homelessness deaths and providing harm reduction.

- Ensure continuing links to the Local Child Poverty Action Report 2021 are in place to support and improve outcomes for homeless households with children
- Continue to support victims of domestic abuse through the implementation of specific housing pathways.
- Implement specific housing pathways for individuals on release from prison to ensure SHORE standards are maintained.
- Continue to develop the council's Housing First approach by providing suitable secure accommodation and wraparound support to homeless households with complex needs.
- Continue to focus on provision of good quality trauma informed services to meet a range of needs, including review of overall support service provision and consideration of future procurement arrangements.
- Further develop/refresh service user engagement plan following disruption over last year ensuring plans and developments are progressed on basis of coproduction.
- Continue priorities for digital inclusion by sourcing opportunities for the provision of digital equipment, online access and start-up support to homeless households.

6.4 **Funding the RRTP during 2021/22**

Scottish Government Funding

During 2021/22, the Scottish Government's Ending Homelessness Together Fund confirmed a funding allocation of £440,000 for South Lanarkshire. Partners agreed that this would be used to further embed and progress the following RRTP actions: -

- The expansion of specialist support services currently provided by the Blue Triangle Housing Association for intensive floating support services to individuals with complex needs.
- Continuation of funding dedicated officer posts to support victims of domestic abuse.
- Implementation of the new Private Sector Access and Sustainment Service and expansion of the Innovation Fund administered by YPeople.
- Continuation of funding dedicated officer posts to support young care leavers
- Continuation of funding dedicated officer to support SHORE standards for individuals entering and leaving prison.
- The continuation of the Housing First programme.
- The further development of the digital inclusion project Bringing IT Home to improve digital connectivity for homeless families.

Other Funding Sources

The Homelessness Strategy Group is aware of the need to consider other potential funding routes in order to meet future resourcing requirements of the RRTP. Partners have committed to work collaboratively to identify funding opportunities in 2021/22.

- 6.5 The scale of the homelessness challenges facing local authorities from the onset of the Covid-19 pandemic has required flexibility, resilience and innovation to ensure that staff remain focussed on the increased demand for services while at the same time retaining the strategic direction to ensuring homelessness becomes rare, brief and non-recurring. Prevention and sustainment remain core objectives for Housing and

Homelessness services in South Lanarkshire and its partners and will continue to be a key priority in the year ahead.

Appendix 1: RRTP Action Plan

Priority Objective 1: Prevent homelessness occurring and significantly reduce homelessness					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M1.1	Number of homeless presentations	Reduce 10-20%	1928	2225	HTR
M1.2	Level of homeless households	Reduce 10-20%	892	969	HTR
M1.3	Number of affordable homes added to the housing supply (new and OMP)	Annual target will be set and detailed in the Strategic Local Programme Agreement, developed between SLC and the Scottish Government	RSL 283	RSL 142	HTR / RSL
			SLC 193	SLC 197	
M1.4	New supply affordable housing suitable to meet particular needs	Annual target will be set and detailed in the Strategic Local Programme Agreement, developed between SLC and the Scottish Government	170	107	HTR / RSL
M1.5	Increase the number of accredited landlord properties	+9% from LHS baseline	1068	952	HTR
M1.6	Number of homeless households whose housing needs are met in the private rented sector	Increase 2020/21	50	15	HTR

Priority Objective 1: Prevent homelessness occurring and significantly reduce homelessness				
Actions		Target/Milestone	Progress in 2020/21	Lead
A1.1	Set housing supply targets for new build properties and ensure contribution to meeting homelessness needs are considered in the planning process	Aligned with Strategic Housing Investment Plan. Annual target will be set and detailed in the Strategic Local Programme Agreement, developed between SLC and the Scottish Government.	New build programme progressing in accordance with South Lanarkshire Strategic Housing Investment Plan 2021-26 approved by Housing and Technical Resources Committee in November 2020.	HTR/RSL
A1.2	Increase number of properties acquired through Open Market Purchase (OMP Scheme) to support conversion of temporary accommodation to secure tenancies and rehousing in pressure areas	Annual target to be agreed.	53 additional council homes were purchased through the council's framework for Open Market Purchase (OMP Scheme).	HTR
A1.3	Continue to develop and promote the landlord accreditation scheme	Deliver two private landlord forums per annum in partnership with landlord accreditation scheme	Due to Covid-19 restrictions private landlord forums were unable to take place. Engagement with private landlords took place through email distribution of Spring Newsletter to 10,800 landlords in February 2021. Preparations underway to host virtual landlord forums in 2021/22 as an alternative platform for engaging with landlords	HTR

A1.4	Provide funding to incentivise landlords to access accreditation and training from Landlord Accreditation Scotland		The council continues to fund and work in partnership with Landlord Accreditation Scotland who provide training to private landlords	HTR
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Priority Objective 1: Prevent homelessness occurring and significantly reduce homelessness				
Actions		Target/Milestone	Progress in 2020/21	Lead
A1.5	Re-commission and expand Rent Deposit Scheme to support implementation of RRTP	Incorporate expansion into service re-commissioning in September 2019	Complete – New Private Sector Access and Sustainment Service commissioned. A new Private Sector Access and Sustainment Service was established during the year, replacing the Rent Deposit Scheme (RDS). Funding has been allocated to provide guarantee bonds in place of cash deposits for access to the private sector. (Links to new action 1.5A)	HTR
A1.6	Explore option to provide financial support to private rented tenants to achieve affordability and prevent homelessness	Complete option appraisal. Implementation of preferred option.	Complete – Innovation Fund established to provide financial support to private tenants. Through the Rent Deposit Scheme, an additional £2,500 was allocated to YPeople to establish an Innovation Fund providing financial assistance to tenants within the private rented sector to prevent homelessness and assist with tenancy sustainment. (Links to new action 1.6A)	HTR
A1.7	Develop Housing Options Framework for young people	Building upon development of housing pathway plan for care	Following a delay due to the impact of Covid-19, a pathway tailored to the specific needs of young	HTR

		experienced young people and taking account of broader youth homelessness	people to assist in the prevention of homelessness is now being developed..	
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Priority Objective 2: Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to settled homes					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M2.1	Temporary Accommodation Supply	Maintain levels and reconfigure subject to review during 2019/20 Review options for rationalisation during 2020/21	530	874	HTR
M2.2	Percentage of social housing allocated to homeless households by all social housing providers in South Lanarkshire	50-60% Set target subject to annual review	49.2% SLC 29.4% RSL	61% SLC 42% RSL	HTR/RSL
M2.3	Percentage of homeless households provided with a Scottish Secure Tenancy (SST)	Maintain/improve on LHS baseline of 61.2%	61.2%	56.4%	HTR
M2.4	Percentage of former homeless households provided with an SST that maintain their home for more than 12 months	Maintain/improve on LHS baseline of 88%	88%	91%	HTR
M2.5	Average time spent in temporary accommodation	Reduce from 192 days	192	223	HTR

Priority Objective 2: Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to settled homes					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M2.6	Number of temporary accommodation units converted to SST	Up to 100 units converted over 5-year period		27 units (53 in total)	HTR
M2.7	Percentage of all homeless presentations which are repeated (within 12 months)	Reduce to less than 3%	4.5%	4.6%	HTR
M2.8	Number of homeless households who spend more than 12 months in temporary accommodation	Reduce by 50% on baseline	120	56	HTR

Priority Objective 2: Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to settled homes				
Actions		Target/Milestone	Progress in 2020/21	Lead
A2.1	Develop procedure for converting temporary accommodation units to SST	Review best practice and identify suitable households and units	<p>Complete- approach established and in operation</p> <p>In 2020/21 a further 27 units were ‘flipped’, reducing upheaval for the households concerned and providing a positive outcome and settled accommodation to homeless household, including some long-term homelessness cases and 20 cases with children in the household.</p> <p>Since the introduction of the RRTP a total of 53 units have been "flipped" to SSTs.</p> <p>(Links to new action 2.1A)</p>	HTR

A2.2	Increase percentage of allocations to homeless households as required for each housing division in accordance with annual Local Letting Plans	Aligned with Local Letting Plans. Tailor for HomeFinder and non-HomeFinder RSL partners	Each year, local letting targets are identified for and approved by Housing and Technical Resources Committee. In addition, discussions take place with HomeFinder RSL's to agree a letting target for homeless households, that they work towards during the year (see M2.2 above for 2019/20 targets and performance).	HTR
Priority Objective 2: Significantly reduce time spent by households in temporary accommodation and minimise moves before moving to settled homes				
Actions		Target/Milestone	Progress in 2020/21	Lead
A2.3	Review number of properties currently used as temporary accommodation in line with demand	Implement annual targets for reduction in temporary accommodation based on analysis of demand and supply	A review of temporary accommodation demand and supply was carried out during the year. A number of short, medium and long-term actions have been identified and will be progressed in the year ahead, in line with RRTP strategic priorities in relation to the provision of temporary and supported accommodation.	HTR
A2.4	Regularly review rent charges for temporary accommodation to ensure it remains a financially viable option for all homeless households	Aligned with Homelessness Business Plan	<p>Ongoing review of charges in place, in line with the Homelessness Business Plan with aim to further reduce charges in future years.</p> <p>Processes reviewed for rent charge debt relating to temporary accommodation with a focus on affordability and sustainment.</p>	HTR

Priority Objective 3: Improve and increase provision of housing support for households to live independently within communities					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M3.1	Number of people accessing Housing Options (prevention) services	1,000	964	912	HTR
M3.2	Percentage of homeless households provided with Housing Support Officer assistance	Maintain above 45%	38.3%	32.9%	HTR
M3.3	Percentage of looked after young people accessing and sustaining accommodation that meets their needs	Determine baseline Increase annually	95%	90%	HTR/HSCP

Priority Objective 3: Improve and increase provision of housing support for households to live independently within communities				
Actions		Target/Milestone	Progress in 2020/21	Lead
A3.1	Increase housing support service provision to improve homelessness prevention and support tenancy sustainment	Review current service among all tenures	SLC support services and commissioned services with The Salvation Army, Blue Triangle and YPeople continue to deliver tailored packages of support to service users with multiple and complex needs. New provider Turning Point commissioned for Year 3 of RRTP	HTR
A3.2	Increase provision of support from all services to support new tenancies, including improvements to housing starter/furnishing packs and incentives to encourage uptake of offers.	Review and develop Implement and monitor effectiveness	The HomeStart service has now been established on a permanent basis. During the year, 217 starter packs were allocated to new tenants across South Lanarkshire. Since full roll out in September 2019, 464 starter packs have been provided to new tenants to help with sustainment and prevent repeat homelessness.	HTR

Priority Objective 3: Improve and increase provision of housing support for households to live independently within communities				
Actions		Target/Milestone	Progress in 2020/21	Lead
A3.3	Monitor current Housing Options approach, and ensure adequate resourcing to meet any future increase in demand	Annually monitor resourcing requirements and report through annual review	A review of the Housing Options service was carried out in 2020/21 and a number of service improvements identified. The service improvements are being introduced on a phased basis with the first phase complete.	HTR
A3.4	Deliver Housing Options and homelessness awareness training to young people, targeting high schools in areas identified with high homelessness rates amongst young people	Monitor and report	Due to Covid-19 restrictions it was not possible to deliver Housing Options and Homelessness awareness training within secondary schools. Plans agreed with Education services for the future delivery of training. The aim is to develop a film that will be incorporated into the school curriculum with active participation from homelessness service users.	HTR
A3.5	Review access to Scottish Welfare Fund with a view to ensuring effective and appropriate access for homeless households	Complete Review Implement any actions from review	Liaison continues between Scottish Welfare Fund team and Housing Support workers to prioritise, where possible, cases which have been highlighted as time critical. The review of the process of joint working will be undertaken in 2021/22.	HTR
A3.6	Review current provision and need for outreach housing support and agree future service arrangements	Complete review. Current services/contracts due to end and implement revised arrangements as a result of review	Review of current provision in progress with contracts confirmed to deliver support services up to 2023. Longer term review of future service arrangements underway considering support needs, partnership emphasis and models to deliver quality support services	HTR

Priority Objective 3: Improve and increase provision of housing support for households to live independently within communities				
Actions		Target/Milestone	Progress in 2020/21	Lead
A3.7	Ensure 'care experience' is identified as a support need for any young people presenting as homeless and directed towards appropriate case managed pathway	Monitor and report (annually)	Significant progress has been made in the year with the partnership development of a housing pathway within the wider Children's Services Plan. A Joint Housing and Social work protocol has been refreshed and will be presented to senior management teams during 2021 for approval.	HTR
A3.8	Complete a Wellbeing Assessment for all children and young people who are homeless	Monitor and report (annually)	Housing and Health and Social Care senior management teams approved during May 2021. Integrated Joint Board approval on 18 May 2021. Work now progressing to identify resources to progress areas of work and agree monitoring and reporting arrangements.	HTR
A3.9	Promote digital inclusion for households who are homeless		Following the success of the 'Bringing IT Home' pilot where 25 homeless households were provided with digital devices and online access, £26k of funding was provided in the year to further expand the project. 55 homeless families were identified and will be provided with devices and unlimited internet access for 2 years.	HTR

Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M4.1	Number of current households receiving Housing First Support	Phased increase to 40	3	13 (26 in total)	HTR
M4.2	Number of discharge planning cases handled through multi-professional joint working arrangements in hospitals/prisons and the community	Baseline to be established	-		HTR/HSCP

Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs				
Actions		Target/Milestone	Progress in 2020/21	Lead
A4.1	Expand Housing First across South Lanarkshire	Programme for expansion agreed Framework and necessary resources in place	During the year, 13 households engaged with Housing First. Since Housing First was introduced a total of 26 households are now included within the programme. Of those housed during 2020/21, there has been a 100% tenancy sustainment rate.	HTR
A4.2	Evaluate Housing First pathfinders and increase scale/scope of approach aligned to case conference criteria and pathways approach	Evaluation Report	To be reported later	HTR

Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs				
Actions		Target/Milestone	Progress in 2020/21	Lead
A4.3	Review provision of refuge accommodation for female victims of domestic abuse to ensure it is adequate across all divisions	Review and consider extension to current contract with updated requirements	Action complete – initial review complete and agreement across Council and Women's Aid supply is sufficient to meet requirements with slight reduction appropriate within Clydesdale (2 units). Future provision will be considered in line with routine temporary accommodation review and planning and agreement on sufficient supply within the Temporary Accommodation Strategic Plan. (Links to new action A4.3A)	
A4.4	Work with Scottish Prison Service and Addiewell prison to implement SHORE standards for people entering and exiting prison, including a priority focus for short-sentence prisoners on remand. Explore additional options for dedicated staff resources	Implementation plan agreed for implementation from 2020/21	SHORE standards continue to be implemented by the specialist Housing Officer who works closely with the Scottish Prison Service to provide housing advice to people entering and leaving prison and has made contact with 203 individuals detained to provide housing advice or direct intervention to secure housing on release.	HTR
A4.5	Increase awareness and increase training offered to front line services to support people impacted by Adverse Childhood Experiences (ACEs) from being homeless	Evaluate requirement to raise awareness of partners in relation to ACEs. Multi-agency training/communication programmes agreed	Relevant Housing/Support Officers included in ACE's and PIE training delivered on a partnership approach across Housing, Health and Social Care delivered by YPeople. Managers participated in Trauma Informed Practice awareness. Ongoing focus on training included within 2021/22 training plan.	HTR

Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs				
Actions		Target/Milestone	Progress in 2020/21	Lead
			<p>During 2021/22 a key area of focus will be to deliver training to relevant staff on Trauma Informed Practice.</p> <p>Ongoing priority for Health and Homeless Group to ensure programme of training and refreshing focus on further development of trauma informed service delivery across partnership building on training</p>	
A4.6	Identify requirements for intensive trauma informed and PIE residential supported accommodation to meet the needs of extremely vulnerable groups	Complete scoping report	Review of temporary and supported accommodation complete and Temporary Accommodation Strategic Plan being developed, setting out short, medium and long terms accommodation needs.	HTR
A4.7	Promote 'routine enquiry' across all health and care services, including visiting outreach, to identify housing provision and financial security	Monitor and report via Health and Homelessness Steering Group	<p>Homelessness Directions, incorporated within Strategic Commissioning Plan, progressed during the year.</p> <p>Promotion of routine enquiry established across R RTP partnership bodies, including the Community Link team who have included a housing specific question to triage assessment of patients referred by GP's for access to community services.</p> <p>Proposals to further support the implementation of homelessness Directions were reported to IJB on 18/5/21.</p>	HTR/HSCP

Priority Objective 4: Expand the scope and capacity of our Housing First approach to be the first response for households with multiple complex needs				
Actions		Target/Milestone	Progress in 2020/21	Lead
A4.8	Prioritise access to general medical and universal health screening services for homeless people, including primary care (GP), prescribing, dentists, etc	Monitor and report via Health and Homelessness Steering Group	Referrals to the Health and Homelessness Nurse established. Aim is to meet the immediate health needs of individuals and families affected by homelessness, providing continuity of health care. Proposals to further support implementation of Homelessness Directions being reported to IJB 18/5/21	HTR/HSCP

Priority Objective 5: Enhance integration and partnership working to embed RRTP through a whole systems approach					
RRTP Measures		Target	RRTP Baseline	Progress 2020/21	Lead
M5.1	Number of training and employment pathways for homeless households	To be agreed	To be agreed	4 cases (3-month pilot)	FCR

Priority Objective 5: Enhance integration and partnership working to embed RRTP through a whole systems approach				
Actions		Target/Milestone	Progress in 2020/21	Lead
A5.1	Work with DWP to further develop use of discretionary support funding for homeless households to undertake appropriate training to develop skills and resilience to improve access to employment	Agree target 2021/22	DWP continue to work with the council and a range of third sector organisations on a local level to ensure claimants who are homeless/at risk of homelessness are offered relevant and timely support.	HTR/DWP
A5.2	Explore options for improving digital connectivity for all homeless households, increasing engagement with services and enabling improved tenancy management	Explore options for expansion of project	Utilising Lintel Trust Community Wellbeing Funding, RRTP funding and Connecting Scotland discounts relating to internet access, the Bringing IT Home project was expanded. 55 homeless families have been identified and will be provided with devices and unlimited internet access for 2 years.	HTR
A5.3	Ensure effective training for staff is in place on awareness of third sector support available at a divisional level for at risk homelessness households	Implement improvements as required	VASLAN continue to be represented within the RRTP partnership for raising awareness of third sector support within South Lanarkshire.	TS
A5.4	Contribute to ongoing development and review of homelessness business plan to ensure sufficient resources available to continue to provide high quality services to homeless households	Implemented recommendations as required	Progress against Homelessness Business Plan is monitored on an ongoing basis throughout the year, through monthly performance report and at mid-year and year-end review. Spend within budget provision during 2020/21, with additional Covid-19 related spend separately funded.	HTR

Report

13

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Sale of Properties to West Whitlawburn Housing Co-operative Limited
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ seek approval for the Council to enter into a contract to sell 60 properties to West Whitlawburn Housing Co-operative Limited (WWHC) as part of the Council's Whitlawburn Regeneration Project

2. Recommendation(s)

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

- (1) that the sale of 60 properties to WWHC for a total price of £9,679,811 (which includes the cost of land) be approved; and
- (2) that the Executive Director (Housing and Technical Resources) be given authority to authorise the transactions(s) and instruct Legal Services to conclude transaction(s), in the appropriate manner and in the best interest of the Council, with the transaction(s) being in excess of the current £200,000 disposal limit under the existing delegated powers arrangements.

3. Background

- 3.1. On 4 September 2013, Housing and Technical Resources Committee approved the transfer of the management of the housing stock from East Whitlawburn Tenant Management Co-op back to the Council, effective from 1 April 2014. The report highlighted a number of long standing issues and challenges within the area and the demand problems associated with the stock profile. It approved the development of plans to regenerate this area.
- 3.2. A further report to Committee on 18 June 2014, confirmed that work to develop comprehensive regeneration proposals would be taken forward, in consultation with the local community and other relevant stakeholders during 2015/2016.
- 3.3. An independent consultant, Ironside Farrar, was appointed in May 2015 to prepare a Masterplan for the area. Following an extensive masterplanning process involving the local community and other key stakeholders, which concluded in December 2015, a full report was finalised in February 2016 by Ironside Farrar which included options and recommendations for a Masterplan to regenerate the East Whitlawburn area.

- 3.4. A report detailing the outcome of the masterplanning exercise and its recommendations was approved by Committee on 12 October 2016. Following Committee approval, Hub South West Scotland Limited were appointed as the Council's delivery partner and carried out a tendering process which concluded with CCG (Scotland) Limited being appointed as their preferred Tier 1 Contractor for the project.
- 3.5. The Regeneration project will deliver 230 social rented homes, and 81 private homes to be built by CCG Homes Limited. The project commenced on site in September 2019 and has made excellent progress, despite the challenges of the pandemic, and the first Council tenants moved into their new homes on 4 February 2021.
- 3.6. Throughout the masterplanning process, the Council has consulted with WWHC as a significant stakeholder and partner within the area. This has included the option to participate in the Regeneration through taking delivery of 60 of the social rented homes within the project.
- 3.7. The final details of the properties to be delivered for WWHC have now been agreed, including the specification and cost. WWHC have made a successful Affordable Housing Supply Grant application to the Scottish Government towards the cost of these homes.
- 3.8. This report seeks the Committee's approval to conclude the sale of these properties from the Council to WWHC.

4. Proposal

- 4.1. It is, therefore, proposed to sell 60 completed properties to WWHC, subject to the following principal conditions:-
- the Council receive a payment of £9,679,811 (exclusive of Value Added Tax) for the 60 properties;
 - the properties will be sold on a "turnkey" basis, i.e. upon completion of the properties which will be on a phased basis;
 - the current programme for delivery of the properties is a site start of August 2021, with a 19 month construction period;
 - 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. The sale of the properties has been included within the budgets approved for the Whitlawburn Regeneration Project and included in the approved Housing Revenue Account Capital Programme.

7 Climate Change, Sustainability and Environmental Implications

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

8 Other Implications

- 8.1 If the proposal did not proceed there will be a risk to the delivery of the Whitlawburn Regeneration project as currently approved. The Council would, therefore, require to re-assess the delivery options.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. The proposals have received all of the necessary statutory consents required.
- 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)

7 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Improve the availability, quality and access of housing
- ◆ Accountable, effective, efficient and transparent
- ◆ Achieve results through leadership, good governance and organisational awareness

Previous References

- ◆ Housing and Technical Resources Committee Report – 16 October 2016

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

14

Report to:	Housing and Technical Resources Committee
Date of Meeting:	30 June 2021
Report by:	Executive Director (Housing and Technical Resources)

Subject:	Proposed Lease of Ground at Old Mill Road, Car Park, East Kilbride with Associated Servitude Right of Access in Favour of Murphy Power Distribution Limited
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ seek approval to grant a 99 year lease of ground at Old Mill Road Car Park, East Kilbride in favour of Murphy Power Distribution Limited (MPD).
- ◆ approve the grant of a right of access to the substation and for the laying of associated cables in favour of Murphy Power Distribution Limited.

2. Recommendation(s)

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

- (1) that a 99 year lease of ground at Old Mill Road Car Park, East Kilbride is granted to Murphy Power Distribution Limited on the main lease terms and conditions outlined in section 4 of this report.
- (2) that consent is granted to Swarco to construct a substation and that all necessary rights are granted to Murphy Power Distribution Limited to maintain the substation and the cables serving the substation, as shown on the attached plan.
- (3) that the Executive Director (Housing and Technical Resources), in consultation with 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. The Roads and Transportation Service has awarded a contract for electric vehicle charge points to Swarco for the installation of the charging infrastructure at Old Mill Road Car Park, East Kilbride. The contract specifies that Swarco be responsible for all required works. The contract is itself part of a project funded by the Transport Scotland Local Authority Installation Fund (LAIP).

3.2. Whilst Swarco will construct the substation, the contract requires the lease for the site to be with MPD who will have the right to sublease the substation to Scottish Power Energy Networks (SPEN) following completion. The Roads and Transportation Service has advised this contractual arrangement is the most financially advantageous for the Council.

- 3.3. The substation requires to be constructed on the ground extending to 25m² shown on the attached plan, which is owned by South Lanarkshire Council.
- 3.4. MPD are seeking a 99-year lease to allow for the construction of a substation and associated cabling.
- 3.5. It is an essential requirement of the contract with Swarco that the lease to MPD is granted to allow the construction of the substation to provide a sufficient power supply to facilitate the electric vehicle charging points at this location.
- 3.6. The substation is exclusively to service the vehicle charging facility and is not serving the wider area, therefore, there is no rental charge.

4. Proposal

- 4.1. It is proposed that the lease terms and conditions are as follows:-
 1. The lease will be to Murphy Power Distribution Limited.
 2. The period of the lease will be for 99 years from the date of entry.
 3. Date of entry to be agreed.
 4. The rent is to be £1 per annum (conditional on substation exclusively used for charging points).
 5. The subjects shall be used for construction and operation of the electricity substation.
 6. MPD will have the right to sublease to Scottish Power Energy Networks .
 7. In addition the tenants, their agents and contractors will have a right to lay, maintain, inspect, repair and renew underground cables, pipes and ducts serving the substation.
 8. Each party will be responsible for their own legal fees and expenses.
 9. The substation is solely to facilitate the electric vehicle charging points.

5. Employee Implications

- 5.1. There are no employee implications.

6. Financial Implications

- 6.1. Due to the Council's involvement in the project, a nominal consideration is applicable, however, each party will be responsible for their own legal fees incurred in relation to the lease.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. The electric vehicle charging points will allow greater uses of electric vehicles and contribute to the reduction in the use of fossil fuel and contribute to the Council's climate change and carbon reduction targets.

8. Other Implications

- 8.1. By granting this lease to MPD, the Council facilitates the contract with Swarco to construct the substation as required by Roads and Transportation Services for their electric vehicle charging point.
- 8.2. If the lease is not approved, the electric vehicle charging points at this location will have an insufficient power supply and the project cannot proceed.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. Planning consent is not required as the proposal is classified as a permitted development. The Roads and Transportation Service has requested that this lease be granted to facilitate the electric vehicle charging programme in this area in accordance with their contract.

- 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)

2 June 2021

Link(s) to Council Values/Ambitions/Objectives

- Accountable, effective, efficient and transparent

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:-

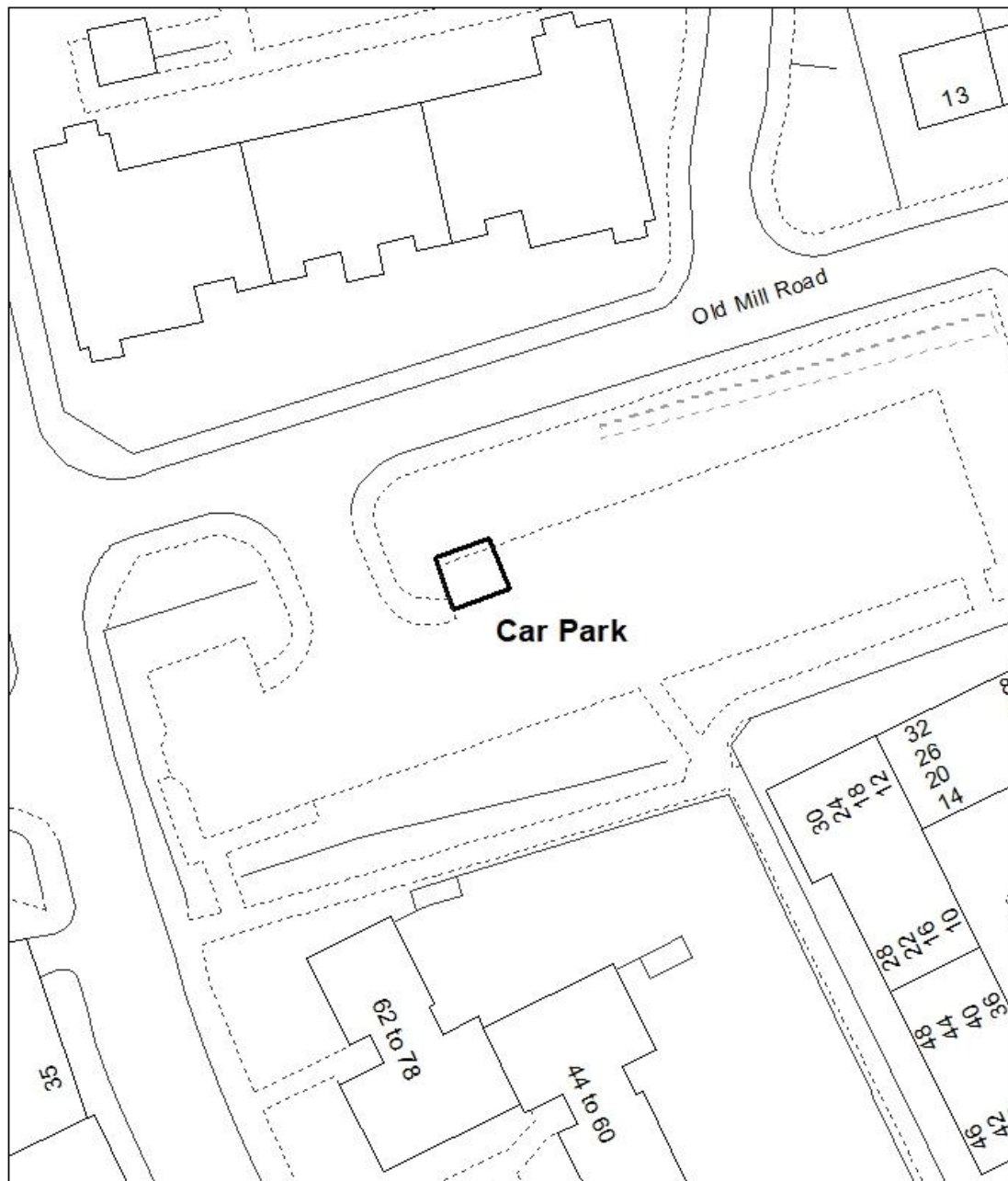
Frank McCafferty, Head of Property Services
Ext: 4073 (Tel: 01698 454073)
E-mail: frank.mccafferty@southlanarkshire.gov.uk

LOCATION PLAN - For Committee Purposes Only

Old Mill Car Park
East Kilbride



HOUSING AND TECHNICAL



Ordnance Survey

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Ordnance Survey 100020730.



Lease of a sub-station outlined in Black

DATE: 28/05/2021

Report

15

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Douglas West Woodland – Asset Transfer to Douglasdale REAL Group**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ advise the Committee of the request for asset transfer, by sale, of the woodland at Douglas West to Douglasdale Recreation, Environment, Access and Leisure Group (Douglasdale REAL Group) and request approval to the principal terms and conditions of asset transfer by lease as set out in Sections 4 and 5 of the report.

2. Recommendation(s)

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

- (1) that the woodland at Douglas West be sold to Douglas REAL Group, subject to the terms and conditions outlined in Section 5 of 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 sale and enter into the necessary legal agreements on terms which are in the best interests of the Council.

3. Background

- 3.1. The Council owns an area of woodland at Douglas West located two kilometres north of Douglas, with access via Station Road from the A70. The site extends across former spoil tips (bings), railway lines and where the mining village of Douglas West once stood. This land was the subject of regeneration and a number of tree planting initiatives during the 1970s and 1980s.
- 3.2. This is not commercial woodland and primarily the area is used by the local community for informal recreation. Douglasdale REAL Group has been involved in the management of the area through various low- key developments, clean-ups and small environmental and planting projects.
- 3.3. Douglasdale REAL Group is now seeking to create a community managed woodland that, over time, offers environmental, recreational and community training opportunities for the local community with an ambition to develop tourist opportunities and green funding infrastructure. They submitted a request for Community Asset Transfer of the woodland, the validation date for which was 15 March 2021.
- 3.4. In addition to placing the application and supporting documentation on the Council's Planning Portal, a notice was placed on the property and nearby Notice Boards advising that the Council was considering an asset transfer. The closing date for responses was 21 April 2021 at which time 2 representations were received.

- 3.5. The representations were in favour of the proposed community asset transfer, however, questioned the exact boundaries of the land to be included in the transfer.
- 3.6. The request was placed before the Community Asset Transfer Assessment Panel on 18 May 2021 when the following matters were taken into consideration.
- 3.7. Property
- 3.7.1. The full extent of the Council's title and the detailed boundaries is still under investigation, however, the asset transfer request remains for the Council's full ownership.
- 3.7.2. The land is not operationally required, has minimal revenue costs and does not feature on any proposed investment plans.
- 3.7.3. Planning and Economic Development have indicated that there would be no significant planning issues as the prospective use is the same as the previous use as a woodland and the proposal sits well with local, regional, and national planning policies/strategies. The site is contained in the Douglas Valley Special Landscape Area.
- 3.7.4. The District Valuer was jointly appointed to value the asset and placed a value of £78,000 on the land, however, this valuation included the areas under question. On the assumption that the Council does not have title to those areas, the valuation has been agreed as £76,000.
- 3.8. Organisation
- 3.8.1. Douglas REAL Group has been a registered charity since 2012 and became a Scottish Charitable Incorporated Organisation (SCIO) (SC047566) in 2017. Their constitution was updated in 2021 to reflect the requirements of funders and community asset transfer. It contains an "asset lock" requiring that if the organisation ceased to exist, the ownership of the land would transfer to another charitable organisation with similar objectives.
- 3.8.2. The organisation is based upon a membership of residents within Douglas, Glespin and surrounding areas. There are currently 45 members. The objectives of the organisation are:-
- the advancement of heritage and culture through the preservation of local rural areas, increasing awareness to and interest in local history, talent and traditions through education, entertainment and partnership working;
 - the advancement of citizenship or community development through the encouragement of voluntary and community activity, capacity building in local groups, regeneration of local amenities and assisting disadvantaged and hard to reach groups;
 - the advancement of environmental protection or improvement through conservation and caring for the environment, increasing awareness of and interest in environmental matters and the delivery of specific projects to preserve local natural heritage and habitats, protect biodiversity and to encourage walking, cycling, equestrian and other pursuits;
 - the advancement of such other similar charitable purposes as may from time to time be determined by the Trustees.
- 3.8.3. The organisation has experience in organising local events and has undertaken maintenance within the woodlands through volunteers for the past 8 years. They

commissioned a feasibility study which included examining the organisational capacity and trustee skills and evidenced that Douglasdale REAL Group has many of the key skills that an organisation would need to progress the project.

- 3.8.4. Douglasdale REAL Group has carried out extensive public consultation securing feedback and support for the proposed asset transfer and future community management.

3.9. Project

- 3.9.1. The proposal is to transfer the ownership and management to the community who will develop a long-term woodland management plan for the area. There are several phases to the proposal starting with the improvement of drainage and footpaths and aspiring, in the longer term, to link into the wider national walking and cycling networks, bringing economic benefits to the area.

- 3.9.2. Funding for the acquisition of the woodland and also for a development officer for a period of 2 years has been provisionally secured from SSE Sustainable Development Fund, conditional upon the Council's agreement to the asset transfer.

4. Assessment

- 4.1. Douglas REAL Group is an organisation that has a stable membership and continues to develop its capacity, moving from organisation of events and low-key clean ups through to regular environmental improvements and planting. Community ownership and management of the woodland is the next step.
- 4.2. The business and financial plans have been prepared with the benefit of appropriate professional advice and an offer of funding for both the purchase of the land and for a development officer has been secured.
- 4.3. The community benefits derived from the proposal relate to cultural, environmental and recreational opportunities as well as providing an immediate employment opportunity.
- 4.5. Within their asset transfer request Douglasdale REAL Group requested a 30% discount on the jointly agreed valuation. The Community Asset Transfer Working Group assessed the potential community benefits and recommend that a discount of 30% be applied to the market value to reflect the benefits to the community.
- 4.6. Future phases are regarded as achievable and, although the pace of development is dependent on the sustainability and capacity of Douglasdale REAL Group, the risks associated with the asset transfer are considered low.

5. Proposal

- 5.1. It is proposed to dispose of all of South Lanarkshire Council's ownership within Douglas Woodland, as shown on the attached plan, to Douglas REAL Group, on the following principal terms and conditions:-

- The purchase price is £53,200 which reflects 30% discount on the value of £76,000.
- Date of Entry to be agreed.
- Each party to bear their own Legal Fees.
- The disposal being conditional upon the funding arrangements being finalised.
- The disposal being conditional upon the purchaser being satisfied with the ground conditions.

6. Employee Implications

- 6.1. There are no employee implications for South Lanarkshire Council.

7. Financial Implications

- 7.1. The proposed asset transfer removes the future liability for the maintenance and investment in the woodland.
- 7.2. Although the disposal is at less than the assessment of market value, it is unlikely that the Council would find a suitable buyer for the land in the short term should the land be placed on the market given the poor quality of the soil, nature of the woodland and the planning policies.

8 Climate Change, Sustainability and Environmental Implications

- 8.1. There are no issues in relation to climate change, sustainability and the environment contained within this report.

9. Other Implications

- 9.1. In terms of the Community Empowerment (Scotland) Act 2015 the Council has until 15 September 2021 to provide a notice of its decision whether to agree to or refuse the asset transfer request.
- 9.2. The organisation has a right to appeal to Scottish Ministers should a decision not be made in that timescale or the asset transfer request be refused.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. Consultation has taken place with the Community, Land Services, Planning, Legal, and Finance Services as well as having been published for public consultation.
- 10.2. 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)

15 June 2021

Link(s) to Council Values/Objectives

- ◆ Accountable, effective, efficient and transparent
- ◆ Work with communities and partners to promote high quality, thriving and 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

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Housing and Technical Resources)**
Executive Director (Finance and Corporate Resources)

Subject: **Property Compliance Officers**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ seek approval to changes to the structure of the General Service Property Maintenance section to reflect the service delivery model required to meet future demands.

2. Recommendation(s)

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

- (1) that the current establishment for the General Services Property Maintenance section be reduced from 6 FTE Technical Assistants to 0 FTE; and
- (2) that the establishment for the General Services Property Maintenance be increased from 6 FTE Compliance Officers to 11 FTE.

3. Background

3.1. The repair and maintenance of General Services (Non-Housing) properties is delivered through a dedicated team which is part of the Building Services (Contracts) team.

3.2. This team delivers a service to:-

- Social Work Resources residential and day care
- Primary schools and nurseries
- Sheltered housing common parts
- South Lanarkshire Leisure trust properties
- Community and Enterprise roads depots
- Finance and Corporate data centres
- All Council offices

3.3. It delivers a single point of contact for enquiries, requests and the reporting of maintenance issues such as heating and plant failures, vandalism, power, gas and water failures, minor projects and refurbishments.

- 3.4. As part of a review of working arrangements, it has been identified that a more efficient approach could be achieved by harmonising the roles of the Property Technical Assistants and the Compliance Officers and create Compliance Officers posts able to provide additional support relative to external fabric and internal finishes.
- 3.5. This role would be responsible for all areas of legislative compliance and technical solutions to further support the maintenance of the external fabric and internal finishes for all General Services properties and would also include compliance with the 2015 Construction Design and Management (CDM) Regulations in terms of Health and Safety of Works, providing additional assurance that fabric repairs/upgrades are legislatively compliant.

4. Proposal

- 4.1. To take forward this service improvement, it is proposed that the remit of the current team of Compliance Officers be expanded to include the building structure, fabric and internal finishes.
- 4.2. To fully implement this model of working across the General Services (Non-Housing) portfolio of properties, the existing 6.0 FTE Property Technical Assistant posts will require to be removed and replaced instead with a further 6 FTE Compliance Officer posts. If approved, the current Property Technical Assistants will be matched into the new Compliance Officer posts.

5. Employee Implications

- 5.1. The current Property Technical Assistants will be matched into the new Compliance Officers posts which have been evaluated through the council's job evaluation scheme. This will include transferring to the same terms and conditions of the existing Compliance Officers.
- 5.2. There has been positive consultation with both the employee group and the Trades Union who are supportive of this change.
- 5.3.

Post title	Current No. of posts	Proposed	Grade/SCP	Hourly Rate	Annual Salary (excl. on-costs)	Gross salary (incl. on-costs 30.3%)
Technical Assistants (39 hr p/wk)	6	0	Grade 2, Level 4, SCP 55-57	£16.03 - £16.57	£32,596 - £33,694	£254,832 - £263,418
Compliance Officers (35 hr p/wk)	5	11	Grade 3 Level 2, SCP 63-65	£18.08 - £18.60	£32,994 - £33,943	£472,901 - £486,497
Total Cost Difference						£1,944 - £3,114 p/a

6. Financial Implications

- 6.1. The total financial cost of this proposal is an additional £3,209 p.a., which will be accounted for within existing budgets.

7. Climate Change, Sustainability and Environmental Implications

- 7.1. There are no implication in relation to climate change, sustainability and environment included in this report.

8. Other Implications

- 8.1. There are no other implications within this report.

9. Equality Impact Assessment and Consultation Arrangements

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

Daniel Lowe

Executive Director (Housing and Technical Resources)

Paul Manning

Executive Director (Finance and Corporate Resources)

7 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent
- ◆ Achieve results through leadership, good governance and organisational awareness

Previous References

- ◆ None

List of Background Papers

- ◆ None

Contact for Further Information

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Report

17

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Notification of Contracts Awarded
1 January to 21 May 2021**

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 1 January to 21 May 2021.

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.

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.

Daniel Lowe

Executive Director (Housing and Technical Resources)

21 May 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ Housing and Technical Resources Committee, 17 February 2021.

List of Background Papers

- ◆ None

Contact for Further Information

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

Frank McCafferty, Head of Property Services

Ext: 4073 (Tel: 01698 454073)

E-mail: frank.mccafferty@southlanarkshire.gov.uk

Contracts Awarded (Consultancy Services) 1 January – 21 May 2021

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Housing	HOD011079	Strathcona House Sheltered Housing, East Kilbride	Landscapes & Contracts Ltd	Landscaping Works	£103,896.96	01/01/2021
Education	EDD011119.002	St Elizabeth's PS Nursery Alterations - Phase 2	SLC Building Services	Nursery Alterations	£482,233.83	08/01/2021
Various	SLC/PS/HTR/20/091	Removal of Asbestos and Remedial Works (Jan 2021-Jan 2022 with option to extend for 1 year)	Aspect Contracts Ltd	Removal of Asbestos and Remedial Works	Estimated up to £3,000,000.00	18/01/2021
Housing General Fund	HGF011286	Biggar Golf Club Roof Replacement	City Gate Construction (Scotland) Ltd	Roof Replacement	£75,805.87	27/01/2021
Education	EDD010736	St Mary's PS, Hamilton - Classroom Extension	Paton Plant Ltd (Portakabin Scottish Division)	Provision of Modular Design and Build Classroom Extension Turnkey Facility	£765,257.42	27/01/2021
Housing	HOD011585	Travelling Persons Sites - Shawlands Crescent, Larkhall & Springbank Park, East Kilbride	Ailsa Building Contractors Ltd	External Upgrade to Travelling Persons Sites	£205,553.78	19/02/2021
Housing	HOD011122	Kirkconnel Drive, Rutherglen	GMG Contractors Limited	External Fabric Upgrade Works	£306,179.88	03/03/2021
Housing	HOD011027	Mill Court, Rutherglen	Ailsa Building Contractors Ltd	External Fabric Upgrade Works	£1,129,213.25	05/03/2021

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Housing general Fund	HGF010877.001	SLC Headquarters - Replacement Air Handling Units Switch Boards	Taylor & Fraser Ltd	Replacement AHU Switch Boards	£110,209.00	11/03/2021
Housing	HOD011402	Hawkwood Terrace, East Kilbride - Boundary Fencing, Gates & Driveway Gates	Joseph Leckie & Sons Ltd	Boundary Fencing, Gates & Driveway Gates	£144,220.91	16/03/2021
Housing	HOD011347.001	Almada Tower, Hamilton - Design, Supply & Installation of Fire Doors	CCG (Scotland) Ltd	Design, Supply & Installation of Fire Doors	£258,000.00	16/03/2021
Housing	HOD011078	Springbank Travelling Peoples Site, East Kilbride	Joseph Leckie & Sons Ltd	Upgrade Works - Removal of existing slabbing, concrete & fencing and create new tarmac pitch extension including the installation of new drains and fencing.	£79,650.38	19/03/2021
Housing	HOD011583	Completion of HEEPS Phase 7 - External Wall Installation	BCA Insulation Limited	External Wall Installation	£635,110.52	29/03/2021
Various	SLC/HTR/20/258	Provision of Manned Security April - Sept 2021	Profile Security Services Ltd	Provision of Manned Security	£800,000.00	31/03/2021
Various	SLC/HTR/17/340	Maintenance of Cold Water Booster Pumps, Pressurisation Units and Heating Pumps 2018-2021 – 2 Years Contract Extension	Ritchie MacKenzie & Co Ltd	Maintenance of Cold Water Booster Pumps, Pressurisation Units and Heating Pumps	£69,296.34	13/04/2021
Housing	HOD011614	SLC Wide Demolition Contract 2021-2022	JCJ Demolition & Construction Ltd	SLC Wide Demolition Contract	£268,216.83	14/04/2021

Client	Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
Education	EDD011318	St Marks PS, Hamilton - Nursery & Classroom Extension	SLC Building Services	Nursery & Classroom Extension	£977,792.62	16/04/2021
Housing	HOD011403	Braxfield Terrace, Lanark	Landscapes & Contracts Ltd	Upgrade drying green & associated boundary wall	£97,256.08	20/04/2021
Various	SLC/PS/HTR/19/375	Maintenance of Honeywell Gent Alarms	SPIE Scotshield Ltd	Maintenance of Honeywell Gent Alarms	£509,683.44 over 3 years	23/03/2021
Education	EDD011460	Robert Owen PS Adaptations	SLC Building Services	Primary School Adaptations	£53,225.00	26/04/2021
Housing	HOD011124	Kirkton Place, East Kilbride - External Fabric Upgrade Works	Ailsa Building Contractors Ltd	External Fabric Upgrade Works	£544,504.93	30/04/2021
Education	EDD010590.004	Crawforddyke PS	SLC Building Services	Convert dining hall void into 2 classrooms	£460,138.81	30/04/2021
Housing	HOD011243	Kirkhill Area, Cambuslang	Procast Building Contractors Limited	External Fabric Upgrade Works	£1,124,407.77	10/05/2021
Housing	HOD011354	Kirkton and Fleming Court Sheltered Housing	SLC Building Services	Internal Area Upgrade	£227,276.72	18/05/2021

Contracts Awarded (Procurement Team) 1 January – 21 May 2021

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
SLC/PS/HTR/20/272	Supply & Delivery of Windows & Doors	Sovereign Doors	Supply & Delivery of Windows & Doors	£1,600,000.00 over 2 years	17/03/2021
SLC/PS/HTR/20/208	Domestic Furniture and Furnishings (Ref 2019)	The Furnishing Services Ltd	Domestic Furniture and Furnishings (Ref 2019)	£12,000,000.00 over 4 years	20/04/2021
SLC/PS/HTR/20/184	Supply of Domestic Boilers, Associated Materials & Domestic Heating Parts.	City Plumbing Supplies	Supply of Domestic Boilers, Associated Materials & Domestic Heating Parts.	£4,500,000.00 over 2 years	30/04/2021

Contracts Awarded (Building Services) 1 January – 21 May 2021

Project Ref	Title	Winning Contractor	Brief Description of Work	Contract Sum	Letter of Acceptance Issued
BSP011609.003	St Elizabeth's Nursery Phase 2&3 Combined	City Gate Construction (Scotland) Ltd	Sub-Contract: Mechanical	£57,371.70	05/02/2021
BSP011670.001	St Marks PS Nursery Extension	James Cowie & Co Ltd	Sub-Contract: Structural Steelwork	£62,070.90	04/05/2021
BSP011670.002	St Marks PS Nursery Extension	Joseph Leckie & Sons Ltd	Sub-Contract: Groundwork & Brickworks	£198,406.35	04/05/2021
BSP011670.005	St Marks PS Nursery Extension	Blantyre Park Services Ltd	Sub-Contract: Plumbing & Mechanical	£57,388.44	05/05/2021

Report

18

Report to: **Housing and Technical Resources Committee**
 Date of Meeting: **30 June 2021**
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Delegated Authority Report – Update**

1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise on transactions processed by delegated authority by Property Services during the final quarter of 2020/2021 and to provide a year-end summary

2. Recommendation(s)

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

- (1) that the transactions processed by delegated authority by Property Services during the final quarter of 2020/2021, together with the year-end summary of all such transactions, be noted

3. Background

3.1. The Executive Director (Housing and Technical Resources) has delegated authority to deal with various transactions including:-

- leases of a value up to £50,000 per annum and a maximum period of 20 years
- rent reviews up to an increase of £20,000 per annum
- disposals up to a value of £200,000
- acquisitions up to a value of £100,000

3.2. Delegated authority reports are prepared by Case Officers and submitted to the Head of Property Services for approval, once provisional agreement has been reached with the third party. A weekly list of approved reports is published on the Council's intranet under "Estates Property Transactions".

3.3. The delegated reports provide authority for Officers to progress transactions and, where appropriate, to instruct Legal Services. The receipt of any monies arising from the transactions occurs at a date in the future, once missives have been concluded and any suspensive conditions met. It should be noted that some transactions may never settle.

4. Summary Quarter 4, 2020/2021

4.1. The summary of transactions progressed under delegated authority during quarter 4 of 2020/2021 is shown in Appendix 1, column 1, however, can be summarised as follows:-

Total number of transactions	56
Total value of lease transactions	£268,659 per annum

Total value of capital transactions £1,634,502

- 4.2. The overall profile of the volume and value of transactions during the fourth quarter of 2020/2021 generally compares with previous years.

5. Annual Summary 2020/2021

- 5.1. The summary of all transactions progressed under delegated authority during the financial year 2020/2021 is shown on Appendix 1, column 2, and can be summarised as follows:-

Total number of transactions	171
Total value of lease transactions	£594,998 per annum
Total value of capital transactions	£4,445,267

- 5.2. The overall profile of the volume and value of transactions during 2020/2021 is slightly down on previous years reflecting challenges in settling transactions at the beginning of the year.

6. Employee Implications

- 6.1. There are no employee implications.

7. Financial Implications

- 7.1. The rental income to the Council is increased as a result of the new lettings and rent reviews.
- 7.2. Disposals generate additional capital monies for the Council's Capital Programme.
- 7.3. Acquisitions are carried out in accordance with project plans and approved capital budgets, to enable investment programmes to proceed.

8. Climate Change, Sustainability and Environmental Implications

- 8.1. There are no issues in relation to climate change, sustainability and environment contained within this report.

9. Other Implications

- 9.1. There is a low risk that the rental and capital receipts identified within these delegated authority reports are not achieved if, for reasons outwith the Council's control, the tenant/ purchaser chooses not to proceed with the transactions. However, Property Services has in place procedures and consultations intended to minimise this risk.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. Consultation takes place with the owning Resource, Planning, Roads and Legal Services on a transaction by transaction basis as and when required.
- 10.2. 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)

1 June 2021

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent

Previous References

- ◆ Housing and Technical Resources Committee, 25 November 2020
- ◆ Housing and Technical Resources Committee, 17 February 2021

List of Background Papers

- ◆ Plans and drawings of the property involved in these transactions can be obtained from the Assets and Estates Team, Property Services
- ◆ Weekly List of Delegated Authority Transactions can be obtained on the Council's intranet

Contact for Further Information

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

Frank McCafferty, Head of Property Services

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E-mail: frank.mccafferty@southlanarkshire.gov.uk

Delegated Authority Transactions

Transaction Type	Quarter 4 2020/2021		Annual Summary	
	No	Value	No	Value
Lease Renewal	0	£0	3	£176,800
New Lease	18	£268,658	47	£411,584
Landlords Consent	2	£1	20	£2
Assignment	3	£0	5	£5,075
Rent Review	0	£0	1	£1,537
Total Revenue	23	£268,659	76	£594,998
Disposal	6	£39,500	17	£327,024
Compensation	0	£0	1	£936
Waiver/Servitude	6	£52,502	13	£76,005
Acquisition	21	£1,542,500	64	£4,041,302
Title Waiver	0	£0	0	£0
Total Capital	33	£1,634,502	95	£4,445,267
Miscellaneous	0	£0	2	£0