



NOTICE OF MEETING

CABINET MEMBER FOR HOUSING

MONDAY, 27 JANUARY 2020 AT 4.30 PM

EXECUTIVE MEETING ROOM - THE GUILDHALL, FLOOR 3

Telephone enquiries to Joanne Wildsmith, Democratic Services Tel: 9283 4057
Email: joanne.wildsmith@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

CABINET MEMBER FOR HOUSING

Councillor Darren Sanders (Liberal Democrat)

Group Spokespersons

Councillor Cal Corkery, Labour
Councillor Scott Payter-Harris, Conservative

(NB This Agenda should be retained for future reference with the minutes of this meeting.)

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AGENDA

- 1 **Apologies for Absence**
- 2 **Declaration of Interests**
- 3 **Temporary Accommodation Placement Policy (Pages 5 - 32)**

The report by the Director of Housing, Neighbourhood and Building Services presents the Temporary Accommodation Placement Policy, which outlines

how the council allocates and priorities temporary accommodation for homeless applicants in priority need.

RECOMMENDED that the Cabinet Member for Housing:

- (1) recognises the important role that temporary accommodation has in supporting people who are in crisis as a result of homelessness;**
- (2) recognises that the policy formalises the working practice and ensures the fair allocation of temporary accommodation and meets its legal obligations;**
- (3) approves the council's Temporary Accommodation Placement Policy which will then be published on the council's website.**

4 Helping people secure a private rented home to reduce homelessness and housing need in Portsmouth (Pages 33 - 78)

The purpose of the report by the Director of Housing, Neighbourhood and Building Services is to provide detailed options outlining how the council could expand the financial assistance available to local residents to access the private rented sector.

RECOMMENDED that the Council Member for Housing:

- (1) notes the current difficulties that renters have in entering the private rented sector (PRS).**
- (2) considers the options for providing additional support to enter the PRS. This may be either extending the range of support for those that already receive it, or new support for those that the council currently does not have a legal duty to support. Officers recommend the widening of a bond scheme and the use of a community bank to provide low cost loans.**
- (3) notes the officer's recommendation to proceed with extending the bond scheme and enabling a community bank to provide low cost loans (options 2 and 4), and if agreed, to also agree the eligibility criteria for the scheme and determine the details of the scope.**
- (4) Delegates to the Director of Housing, Neighbourhoods and Building Services the authority to develop and operate a 12 month pilot of the chosen scheme(s) in order to fully develop a working scheme, understand the demand from residents, and expose the financial risk for the council, and report back on the progress of the pilot scheme to the Cabinet Member for Housing.**
- (5) identifies a source of funding from the general fund to provide the**

resources required to operate the chosen scheme, and to cover the financial liabilities of the pilot.

5 Council Housing Budget 2020/21 (Pages 79 - 106)

The purpose of the report by the Director of Housing, Neighbourhood and Buildings is to seek the Cabinet Member's decisions on Council Housing budgets, rents and other charges and to give authority for managers to incur expenditure in 2020/21.

The report also seeks to:

- Approve the Revised Revenue budget 2019/20 and give authority to the Director Housing, Neighbourhood and Building Services & the Director of Finance and Information Services, to amend the budgets to reflect the latest available information prior to finalising budgets for 2019/20.
- Note the forecast Revenue Budgets for 2021/22 to 2022/23 arising from the proposals set out in this report
- Set rents in accordance with Central Government's social rent setting policy.

RECOMMENDED

It is recommended that the Cabinet Member for Housing approve the following:

- (i) The Revised Budget as set out at Appendix 3.**
- (ii) All rents and charges to be effective from 1st April 2020 or such other date as determined by the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources.**
- (iii) Dwelling Rents for 2020/21 to be set in accordance with Central Government's Social Rent Policy.**
- (iv) General Service charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 5.**
- (v) Sheltered Housing Service charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 6.**
- (vi) Laundry charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 7.**
- (vii) Heating charges to be set in accordance with Appendix 8.**

- (viii) Garages and parking site rents as shown in Appendix 9 be approved and authority to let garages at reduced rents where demand is low be delegated to the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources.**
- (ix) Revenue Budget 2020/21 as set out in Appendix 3 be approved and authority given to the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources to amend the budgets to reflect the latest available information prior to finalising budgets for 2020/21.**
- (x) The relevant Managers be authorised to incur expenditure in 2020/21.**
- (xi) The forecast Revenue Budgets for 2021/22 to 2022/23 as set out in Appendix 3 arising from the proposals contained in this report, be noted.**

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Title of meeting:	Cabinet Member for Housing Decision Making
Date of meeting:	27 th January 2020
Subject:	Temporary Accommodation Placement Policy
Report by:	James Hill, Director of Housing, Neighbourhood and Building Services
Wards affected:	All
Key decision:	No
Full Council decision:	No

1. Purpose of report

- 1.1. To present the Temporary Accommodation Placement Policy which outlines how the council allocates and prioritises temporary accommodation for homeless applicants in priority need.

2. Recommendations

- 2.1. That the Cabinet Member for Housing recognises the important role that temporary accommodation has in supporting people who are in crisis as a result of homelessness.
- 2.2. That the Cabinet Member for Housing recognises that the policy formalises the working practice and ensures the fair allocation of temporary accommodation and meets its legal obligations.
- 2.3. That the Cabinet Member for Housing approves the council's Temporary Accommodation Placement Policy which will then be published on the council's website.

3. Background

- 3.1. The council recognises the vital role that housing plays in helping residents achieve and maintain the life they want to lead. It also recognises that there are times when crisis situations happen, for various reasons, which can lead to residents being without a home. At this time the council may have a duty to provide support to help people get back into a stable home.
- 3.2. The council has a statutory duty to provide temporary accommodation to homeless applicants in certain circumstances whilst assessments are taking place or whilst the applicants awaits an offer of more settled accommodation.

- 3.3. The council continually faces high demand for such accommodation, and this demand has risen in recent years. Between April 2017 and March 2018 the council provided temporary accommodation for 372 households, including 203 with dependent children. Between April 2018 and March 2019 this number grew to 480 households, including 257 with children
- 3.4. Although the council does own and lease a number of properties, this has not been enough to meet the demand, and it is working to resolve this through buying and building the required properties. However it will always be necessary to prioritise the resources available to it by allocating temporary accommodation proportionately and this if formalised within the proposed policy.
- 3.5. The council has previously undertaken its role in this regard without a formalised policy. Having a temporary accommodation placement policy isn't a legal requirement but it was a recommendation of the UK Supreme Court: *"Each local authority should have, and keep up to date, a policy for allocating (temporary accommodation) units to individual homeless households. Where there was an anticipated shortfall of "in borough" units, that policy would explain the factors which would be taken into account in offering households those units, the factors which would be taken into account in offering units close to home, and if there was a shortage of such units, the factors which would make it suitable to accommodate a household further away. That policy too should be made publicly available."*
- 3.6. By creating and publishing this policy it:
- 3.6.1. demonstrates its commitment to the fair and legal allocation of temporary accommodation, and
 - 3.6.2. helps to provide customers who use the service with clarity about the role that it undertakes, and
 - 3.6.3. simply and clearly set out the factors to be considered to ensure the temporary accommodation being offered is suitable, and is allocated equitably.
- 3.7. Work is underway to create a Temporary Accommodation Procurement Policy/Strategy to be published later in the year which will outline the policy to procure sufficient units of temporary accommodation to meet anticipated demand.
- 3.8. This policy links with the council's Homelessness and Rough Sleeping strategies, all of which are published on the council's website and are available in hard copy upon request.

4. The Temporary Accommodation Placement Policy

- 4.1. The policy outlines the following key areas from within the formal policy (Appendix 1)
- 4.2. Legislative requirements
- 4.2.1. This policy complies a range of national legislation, and it is the responsibility of the council, and its officers, to be mindful of and comply with it when making relevant decisions.

- 4.2.2. Section 206 of the Housing Act 1996 provides that any accommodation provided under section 188 or 193, whether temporary or otherwise, must be suitable.
- 4.2.3. Where an applicant is owed the interim accommodation duty (under section 188 of the Housing Act 1996) and has no suitable accommodation available to them, they will be offered temporary accommodation until a final decision is made regarding their homelessness application.
- 4.2.4. Where an applicant is owed the main housing duty (under section 193 of the Housing Act 1996) and has no suitable accommodation available to them, they will be offered temporary accommodation until they are offered a suitable home or until the main housing duty comes to an end for one of the other prescribed reasons.
- 4.2.5. Section 208 of the Housing Act 1996 provides that, so far as reasonably practicable, accommodation found by the Council should be in the local authority area. When accommodation is provided out of the area, the Council should notify the local authority in whose area the accommodation is situated.
- 4.2.6. Section 11 of the Children's Act 2004 provides that, in carrying out its functions, a local authority must have regard to the need to safeguard and promote the welfare of children and this is considered an over-riding priority.
- 4.3. Offers of Temporary Accommodation
- 4.3.1. In identifying a suitable offer, the household's individual circumstances will be considered, taking into account the factors set out in section 5 of the policy.
- 4.3.2. If the applicant refuses an offer of temporary accommodation they will be asked to give their reasons for refusing. The council will consider the reasons given and if it determines that the accommodation is unsuitable, the offer will be withdrawn and a further offer will be made.
- 4.3.3. If the council hears the applicant's reasons but determines the accommodation is suitable, the applicant will be given the opportunity to reconsider their decision and if they continue to refuse the offer it will be withdrawn and duty may be removed.
- 4.3.4. The Council may consider applicants who have been asked to leave temporary accommodation after breaching the terms of the agreement to have voluntarily 'refused' the accommodation. The Council will consider the nature of the breach, what warnings were given to the applicant and the applicant's personal circumstances when determining whether accommodation has been refused.
- 4.4. Types of temporary accommodation
- 4.4.1. The council has a range of different type of temporary accommodation which are designed to cover the range of customers, and likely length of occupation and overall numbers in need at that time. This means that some accommodation will be provided directly by the Council, whilst others may be owned and/or

managed by an external provider. The types of temporary accommodation available to the Council may include:

- Self-contained, leased accommodation
- PCC-owned accommodation with support, known as the Temporary Accommodation Service (TAS)
- Accommodation with shared facilities such as 'bed and breakfast' accommodation and hotels
- Hostel Accommodation

4.5. Suitability of temporary accommodation

4.5.1. All temporary accommodation secured by the council will be subject to a 'fitness' check. This would include checks around the condition and safety of the accommodation, and the suitability of the landlord.

4.5.2. Any temporary accommodation provided out of the area in performance of the 'main housing duty' is likely to be for a very limited time until accommodation is found in Portsmouth. It would not usually be necessary, for example, for children to have to move school. Housing Needs, Advice & Support service will liaise with the education department to ensure children are able to get to school.

4.5.3. Assessments of the suitability of temporary accommodation are made based on the individual circumstances relating to any given applicant and their household. Assessments consider the applicability and significance of any of the below factors, as well as the competing demands for accommodation and the availability of accommodation at that time. The assessment is a composite one and takes account of the following factors.

- Overcrowding
- Affordability
- Location
- Health and support needs
- Expected length of occupation
- Prevailing conditions
- The Public Sector Equality Duty
- Any other special reasons

4.6. Challenges to the suitability of temporary accommodation

4.6.1. The Council always aims to offer suitable accommodation to the applicant at the first time of offer. Applicants who have any reservations about the suitability of accommodation being offered should initially discuss the matter with the officer managing their homeless application.

4.6.2. The suitability of accommodation provided in performance of the 'main housing duty' is subject to a statutory right to review. Applicants owed such a duty are advised in writing of this right and how to exercise it. If an applicant refuses a suitable offer of such accommodation they may not be owed any further accommodation duty under this section.

5. Reasons for recommendations

- 5.1. To ensure that the council fulfils its statutory duties, under the Housing Act 1996, to provide temporary accommodation for applicants in priority need.
- 5.2. To ensure that the temporary accommodation offered is suitable and that it is allocated equitably.
- 5.3. To outline the factors the council will consider when assessing the suitability of the temporary accommodation being offered.

6. Equality impact assessment

- 6.1. An Integrated Impact Assessment has been completed and is attached.

7. Legal implications

- 7.1. The policy takes in to consideration all relevant legislation and assists the Council in discharging its statutory duties and the policy is in line with recent case law in this area.

8. Director of Finance's comments

- 8.1. There are no direct financial implications as a result of approving the recommendation to adopt the Temporary Accommodation Placement Policy.

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Signed by:
James Hill - Director of Housing, Neighbourhoods and Building Services

Appendices:

Appendix 1 - Portsmouth City Council's Temporary Accommodation Placement Policy

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
UK Supreme Court judgement Nzolameso v City of Westminster :	https://www.supremecourt.uk/cases/docs/uksc-2014-0275-judgment.pdf

The recommendation(s) set out above were approved/ approved as amended/ deferred/
rejected by on

.....
Signed by:
Councillor Darren Sanders - Cabinet Member for Housing



PORTSMOUTH CITY COUNCIL

TEMPORARY ACCOMMODATION
PLACEMENT POLICY

2020-2025

1. Introduction

- 1.1. The purpose of this Temporary Accommodation Placements Policy is to outline how Portsmouth City Council ('the Council') supports those who approach it in need of finding a temporary home whilst assessments are taking place or whilst awaiting the offer of more settled accommodation.
- 1.2. The Council recognises the vital role that housing plays in helping residents achieve and maintain the life they want to lead. It also recognises that there are times when crisis situations happen, for various reasons, which can lead to residents being without a home. At this time the council may have a duty to provide support to help people get back into a stable home.
- 1.3. The Council has a statutory duty to provide temporary accommodation to homeless applicants in certain circumstances. This is governed by legislation and guidance in how to perform the duty which can be found in the Code of Guidance (<https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities>).
- 1.4. The Council faces high demand for such accommodation, and this demand has risen in recent years. It also currently has a shortage of its own temporary accommodation and it aims to ensure that the profile of different types of accommodation meet the needs of those who use the service. Therefore, it is necessary to prioritise the resources available to it by allocating temporary accommodation proportionately. This policy aims to simply and clearly set out the factors to be considered to ensure the temporary accommodation being offered is suitable, and is allocated equitably.
- 1.5. The policy will be reviewed annually. Where appropriate, recommendations will be made to elected councillors to authorise major changes to the scheme.
- 1.6. The role of the elected councillors is to agree this policy and provide the relevant oversight that it is followed appropriately. Data on the use of temporary accommodation is published quarterly as part of the review by the council's Governance and Audits and Standards Committee.
- 1.7. The role of council officers from the Housing Needs, Advice & Support Service is to assess individual circumstances and cases and make the relevant decisions in line with this policy. In this regard officers are acting as 'the Council'.

2. Legal framework

- 2.1. This policy complies a range of national legislation, and it is the responsibility of the council, and its officers, to be mindful of and comply it when making relevant decisions. This includes:
- Sections 188, 193, 206, 208 and 210 of the Housing Act 1996
 - The Homelessness Code of Guidance for Local Authorities
 - The Homelessness (Suitability of Accommodation) (England) Order 2003
 - The Homelessness (Suitability of Accommodation) (England) Order 2012
 - The Homelessness Reduction Act 2017
 - The Equality Act 2010
 - The Localism Act 2011
 - Section 17 of the Children's Act 1989
 - Section 11 of the Children's Act 2004
 - The prevailing case law
- 2.2. Section 188 of the Housing Act 1996 provides that the Council must secure that accommodation is available for an applicant where it has reason to believe they may be homeless, eligible for assistance and in priority need (these are all defined terms in law). This duty is known as the 'interim duty' and continues until the Council has made a final decision as to whether the applicant is owed the 'main housing duty'.
- 2.3. Section 193 of the Housing Act 1996 provides that the Council must secure that accommodation is available for an applicant where it determines that they are homeless, eligible for assistance, in priority need, not intentionally homeless, and where it has not successfully 'prevented' or 'relieved' homelessness (these are all defined terms in law) and has not referred the application to another local authority. This is known as the 'main housing duty' and continues indefinitely until the applicant accepts an offer of a settled home, or until one of another of a list of prescribed events occurs.
- 2.4. Section 206 of the Housing Act 1996 provides that any accommodation provided under section 188 or 193, whether temporary or otherwise, must be suitable.
- 2.5. Chapter 17 of the Homelessness Code of Guidance codifies the factors, borne from various legal instruments, local authorities should consider when determining whether temporary accommodation is suitable. Such factors include the standards, size, affordability, and location of any accommodation.
- 2.6. Section 208 of the Housing Act 1996 provides that, so far as reasonably practicable, accommodation found by the Council should be in the local authority area. When accommodation is provided out of the area, the Council should notify the local authority in whose area the accommodation is situated.

Temporary Accommodation Placement Policy

- 2.7. The Homelessness (Suitability of Accommodation) (England) Order 2012 provides that the following factors should be considered when deciding whether accommodation is suitable.
 - 2.7.1. The distance of the accommodation from Portsmouth;
 - 2.7.2. The level of any disruption to employment, caring responsibilities or education;
 - 2.7.3. The proximity and accessibility of the accommodation to medical facilities and support
 - 2.7.4. The proximity and accessibility of the accommodation to local services and transport
- 2.8. The Homelessness (Suitability of Accommodation) (England) Order 2003 provides that households containing children or pregnant women should only be housed in 'bed and breakfast' accommodation where no other accommodation is available, and even then such occupation should not exceed 6 weeks.
- 2.9. Section 11 of the Children's Act 2004 provides that, in carrying out its functions, a local authority must have regard to the need to safeguard and promote the welfare of children.
- 2.10. The Equality Act 2010 provides that, in carrying out its functions, a local authority must have due regard to the following.
 - 2.10.1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - 2.10.2. Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - 2.10.3. Foster good relations between people who share a protected characteristic and those who do not.

3. Offers of temporary accommodation

3.1. Interim accommodation whilst the Council undertakes enquiries

- 3.1.1. Where an applicant is owed the interim accommodation duty (as per 2.2) and has no suitable accommodation available to them, they will be offered temporary accommodation until a final decision is made regarding their homelessness application.
- 3.1.2. In identifying a suitable offer, the household's individual circumstances will be considered, taking into account the factors set out in section 5 of this policy.
- 3.1.3. If the applicant refuses an offer of interim accommodation they will be asked to give their reasons for refusal. The Council will consider the reasons given. If the Council determines that the accommodation is unsuitable, the offer will be withdrawn and a further offer will be made.
- 3.1.4. If the Council hears the applicant's reasons but determines the accommodation is suitable, the applicant will be given the opportunity to reconsider their decision. If the applicant continues to refuse the offer it will be withdrawn and the Council will no longer be obliged to provide interim accommodation. This would not affect any future accommodation duties owed as part of the homeless application and the Council would continue to make enquiries as to what duties are owed.
- 3.1.5. There is no statutory right to review the suitability of interim accommodation provided under section 188 of the Housing Act 1996 while enquiries are underway. The Council will consider any concerns raised though.

3.2. Applicants to whom the 'main housing duty' has been accepted.

- 3.2.1. Where an applicant is owed the main housing duty (as per 2.3) and has no suitable accommodation available to them, they will be offered temporary accommodation until they are offered a suitable home or until the main housing duty comes to an end for one of the other prescribed reasons.
- 3.2.2. In identifying a suitable offer, the household's individual circumstances will be considered, taking into account the factors set out in section 5 of this policy.
- 3.2.3. If the applicant refuses an offer of temporary accommodation they will be asked to give their reasons for refusing. The Council will consider the reasons given. If the Council determines that the accommodation is unsuitable, the offer will be withdrawn and a further offer will be made.
- 3.2.4. If the Council hears the applicant's reasons but determines the accommodation is suitable, the applicant will be given the opportunity to reconsider their decision. If the applicant continues to refuse the offer it will be withdrawn and 'the main homelessness duty' will be discharged.

Temporary Accommodation Placement Policy

- 3.2.5. The suitability of accommodation provided in performance of the 'main housing duty' is subject to a statutory right to review. Applicants owed such a duty are advised in writing of this right and how to exercise it.
- 3.3. Applicants being placed in temporary accommodation will be required to sign a temporary accommodation agreement which outlines what can be reasonably expected from them whilst they are in temporary accommodation.
- 3.4. The Council may consider applicants who have been asked to leave temporary accommodation after breaching the terms of the agreement to have voluntarily 'refused' the accommodation. The Council will consider the nature of the breach, what warnings were given to the applicant and the applicant's personal circumstances when determining whether accommodation has been refused. The consequences for refusing temporary accommodation are set out in Sections 3.1 and 3.2 of this policy.
- 3.5. Applicants may be asked to move to alternative temporary accommodation for a number of reasons, such as to provide the most appropriate accommodation, or because an external provider has brought the provision to an end. Such requests will be treated as an offer of temporary accommodation as set out in Sections 3.1, 3.2 and 5 of this Policy.

4. Types of temporary accommodation

4.1. The Council uses a range of different type of temporary accommodation which are designed to cover the range of customers, likely length of occupation and overall numbers in need at that time. This means that some accommodation will be provided directly by the Council, whilst other accommodation will be owned and/or managed by external providers.

4.2. The types of temporary accommodation available to the Council may include:

4.2.1. Self-contained, leased accommodation

4.2.2. PCC-owned accommodation with support, known as the Temporary Accommodation Service (TAS)

4.2.3. Accommodation with shared facilities such as 'bed and breakfast' accommodation and hotels

4.2.4. Hostel Accommodation

4.3. Self-contained, leased accommodation

4.3.1. Leased accommodation means privately owned separate and self-contained premises (flats, maisonettes and houses) which the Council has leased for the purpose of providing temporary accommodation.

4.3.2. Leased accommodation is provided unfurnished but some discretionary help is available for those households who are unable to source their own furniture and/or white goods (subject to an assessment by Housing Needs Advice & Support).

4.3.3. Leased accommodation is only usually provided for those in longer-term temporary accommodation in performance of the 'main housing duty'.

4.4. Temporary Accommodation Service (TAS)

4.4.1. TAS accommodation means separate and self-contained premises owned by the Council used exclusively as temporary accommodation.

4.4.2. The TAS is currently managed on behalf of the Council by an external service provider. The service provider will assess the needs of households placed in TAS accommodation, provide support, and signpost to appropriate agencies as required.

4.4.3. TAS accommodation is provided fully furnished.

4.4.4. TAS accommodation can be provided to households in performance of either of the interim or main duties.

4.5. Accommodation with shared facilities such as 'Bed & Breakfast' and hotels

4.5.1. 'Bed and breakfast' accommodation means accommodation (whether or not breakfast is included) which is not separate and self-contained premises, and where one or more of the following amenities is shared by more than one household: a toilet, personal washing facilities, cooking facilities. This can take the form of a hotel or traditional 'bed and breakfast' setting and is usually not owned or managed by the Council.

4.5.2. Bed and breakfast accommodation can be provided to households in performance of either of the interim or main duties.

Temporary Accommodation Placement Policy

- 4.5.3. Bed and breakfast accommodation can offer residents limited space, privacy, and amenities such as cooking and laundry facilities. The Council aims to avoid the use of such accommodation where possible.
- 4.5.4. Bed and breakfast accommodation may be considered suitable if emergency accommodation is needed at very short notice or if there is simply no better alternative available.
- 4.5.5. Bed and breakfast accommodation should only be provided to households containing children or pregnant women as a last resort. Where this is the case, the Council will endeavour to move households into more suitable accommodation within six weeks.
- 4.6. Hostel accommodation
- 4.6.1. Hostel accommodation means accommodation owned by the Council but which is not separate and self-contained premises, and where one or more of the following amenities is shared by more than one household: a toilet, personal washing facilities, cooking facilities.
- 4.6.2. Hostel accommodation can be provided to households in performance of either of the interim or main duties.
- 4.7. Applicants placed in temporary accommodation will be expected to pay a weekly charge for the use and occupation of the premises. Applicants on a low income can claim Housing Benefit to help pay all or some of the charge.
- 4.8. All occupants of temporary accommodation will have limited security of tenure. Depending on the accommodation offered, applicants will have either a licence to occupy or a non-secure tenancy. Licensees and non-secure tenants do not have the same rights as secure tenants have, for example they do not have a right to buy, right to exchange or right to take in lodgers.
- 4.9. Details of how the Council plans to secure further suitable, affordable temporary accommodation to meet future demand will be found in its Temporary Accommodation Procurement Policy which is due for decision in Spring 2020.

5. Suitability of temporary accommodation

- 5.1. All temporary accommodation secured by the Council will be subject to a 'fitness' check. This would include checks around the condition and safety of the accommodation, and the suitability of the landlord.
- 5.2. The Council generally looks to avoid using temporary accommodation out of the area or placing families into bed and breakfast accommodation wherever reasonably practicable, but there will be occasions where it is not reasonably practicable and such placements are necessary. The factors below should be considered when such decisions are made.
- 5.3. Assessments of the suitability of temporary accommodation are made based on the individual circumstances relating to any given applicant and their household. Assessments consider the applicability and significance of any of the below factors, as well as the competing demands for accommodation and the availability of accommodation at that time. The assessment is a composite one.

5.3.1. Overcrowding

- 5.3.1.1. The size of any accommodation offered, and the number of bedrooms present will be relevant considerations. High demand for temporary accommodation and a shortage of available accommodation means it would not be unusual for homeless households to be accommodated in accommodation with fewer bedrooms that might be required on a permanent basis.

5.3.2. Affordability

- 5.3.2.1. Any temporary accommodation provided should be affordable for the applicant. Affordability is determined by the Council, in consultation with the customer.

5.3.3. Location

- 5.3.3.1. Wherever reasonably practicable, temporary accommodation will be provided in Portsmouth. It is recognised that the location of accommodation can be key; any accommodation provided out of the area will be as close to Portsmouth as can be found.
- 5.3.3.2. Account will be taken of any disruption to employment that would be caused by the location of the temporary accommodation.
- 5.3.3.3. Account will be taken of any disruption to education that would be caused by the location of the temporary accommodation, which includes but is not limited to the particular impact that might be felt around exam times. Account will also be taken of the need to promote and safeguard children more generally. This includes consideration of

Temporary Accommodation Placement Policy

the physical, mental and emotional wellbeing of children being placed in temporary accommodation.

5.3.3.4. Account will be taken of any disruption to caring responsibilities that would be caused by the location of the temporary accommodation.

5.3.3.5. Account will be taken of the proximity and accessibility of any accommodation to medical facilities essential for wellbeing, and to transport, amenities and local services.

5.3.3.6. Pets are not to be permitted in some temporary accommodation. The Council will consider the welfare of animals when placing applicants in temporary accommodation and will offer solutions on a case by case basis. For example this may include the provision of kennels to house dogs.

5.3.3.7. Any temporary accommodation provided out of the area in performance of the 'main housing duty' is likely to be for a very limited time until accommodation is found in Portsmouth. It would not usually be necessary, for example, for children to have to move school. Housing Needs, Advice & Support department will liaise with the education department to ensure children are able to get to school.

5.3.4. Health and support needs

5.3.4.1. Any health needs of the applicant or a member of their household should be taken into account when considering the suitability of any temporary accommodation. Any likely impact of the accommodation on those health needs would be relevant factors.

5.3.4.2. Any support needs identified as part of the housing assessment would also be relevant considerations, including what the impact would be of any existing support being removed.

5.3.4.3. Any information provided from health professionals, social care departments and other agencies will be considered.

5.3.5. Expected length of occupation

5.3.5.1. The length of time any temporary accommodation is likely to be occupied is a relevant consideration. Accommodation that might not be considered reasonable to occupy indefinitely or for a number of years, may well be considered suitable for a number of days or weeks.

5.3.6. Prevailing conditions

5.3.6.1. Account will also be taken of the following considerations.

- The prevailing housing conditions in Portsmouth and the surrounding area;

Temporary Accommodation Placement Policy

- The resources available to the Council;
- Any general or acute difficulties in sourcing suitable accommodation locally;
- Competition for resources, including other households who require temporary accommodation and the severity of their needs.

5.3.7. The Public Sector Equality Duty

5.3.7.1. The Council will consider whether the applicant has any relevant protected characteristics as per the Equality Act 2010, the extent of them, and what their likely effect would be in relation to any proposed temporary accommodation.

5.3.8. Any other special reasons

5.3.8.1. Consideration will be given to any other special circumstances that apply to any given applicant or their household.

6. Challenges to the suitability of temporary accommodation

- 6.1. The Council always aims to offer suitable accommodation to the applicant at the first time of offer. Applicants who have any reservations about the suitability of accommodation being offered should initially discuss the matter with the officer managing their homeless application.
- 6.2. There is no statutory right to review the suitability of accommodation provided under the interim duty. If an applicant refuses a suitable offer of such accommodation they may not be owed any further accommodation duty.
- 6.3. The suitability of accommodation provided in performance of the main housing duty is subject to a statutory right to review. Applicants owed such a duty are advised in writing of this right and how to exercise it. If an applicant refuses a suitable offer of such accommodation they may not be owed any further accommodation duty under this section.
- 6.4. All customers retain the right to make a formal complaint about the service they receive from the Council by following its formal complaints process.

Integrated Impact Assessment (IIA)

Integrated impact assessment (IIA) form December 2019

www.portsmouth.gov.uk

The integrated impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies that could impact positively or negatively on the following areas:
 - Communities and safety
 - Regeneration and culture
 - Environment and public space
 - Equality & diversity

Directorate:

Housing, Neighbourhood and Building Services

Service, function:

Housing Needs, Advice & Support, Accommodation & Allocation

Title of policy, service, function, project or strategy (new or old) :

Temporary Accommodation Placement Policy

Type of policy, service, function, project or strategy:

- Existing
- New / proposed
- Changed

What is the aim of your policy, service, function, project or strategy?

The council has previously undertaken its role in this regard without a formalised policy. This formal policy outlines the approach that the council takes on this issue.

Has any consultation has been undertaken for this proposal? What were the outcomes of the consultations? Has anything changed because of the consultation? Did this inform your proposal?

No

A - Communities and safety

Yes

No

Is your policy, proposal relevant to the following questions?

A1-Crime - Will it make our city safer?



In thinking about this question:

- How will it reduce crime, disorder, ASB and the fear of crime?
- How will it prevent the misuse of drugs, alcohol and other substances?
- How will it protect and support young people at risk of harm?
- How will it discourage re-offending?

If you want more information contact Lisa.Wills@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-spp-plan-2018-20.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

It will have a minor positive impact as it makes clear for customers of the service what they can expect from the council, and what is expected from them, when using temporary accommodation. This in turn should see a reduction in ASB from these customers if they do not wish to breach the temporary accommodation agreement.

How will you measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy, proposal relevant to the following questions?

A2-Housing - Will it provide good quality homes?



In thinking about this question:

- How will it increase good quality affordable housing, including social housing?
- How will it reduce the number of poor quality homes and accommodation?
- How will it produce well-insulated and sustainable buildings?
- How will it provide a mix of housing for different groups and needs?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

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The aim of the policy is to ensure that people are placed in the most suitable form of temporary accommodation as quickly as possible whilst their homelessness is assessed or whilst they are awaiting a move to permanent

accommodation. It aims to reduce the use of bed and breakfast, particularly for families, in favour of more appropriate, self-contained accommodation wherever possible.
How are you going to measure/check the impact of your proposal?

A - Communities and safety	Yes	No
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Is your policy, proposal relevant to the following questions?

A3-Health - Will this help promote healthy, safe and independent living?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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In thinking about this question:

- How will it improve physical and mental health?
- How will it improve quality of life?
- How will it encourage healthy lifestyle choices?
- How will it create healthy places? (Including workplaces)

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

The policy aims to place households in the type of temporary accommodation most suitable for their needs and outlines the criteria by which suitability is assessed, including consideration for the physical and mental health needs, and emotional wellbeing, of the applicant and their family members. The policy ensures a better quality of life for applicants in priority need by providing accommodation and preventing them from sleeping rough; and for families by prioritising self-contained accommodation over B&Bs for those households.

How are you going to measure/check the impact of your proposal?

A - Communities and safety	Yes	No
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Is your policy, proposal relevant to the following questions?

A4-Income deprivation and poverty -Will it consider income deprivation and reduce poverty?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
---	-------------------------------------	--------------------------

In thinking about this question:

- How will it support those vulnerable to falling into poverty; e.g., single working age adults and lone parent households?
- How will it consider low-income communities, households and individuals?
- How will it support those unable to work?
- How will it support those with no educational qualifications?

If you want more information contact mark.oage@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-homelessness-strategy-2018-to-2023.pdf>

<https://www.portsmouth.gov.uk/ext/health-and-care/health/joint-strategic-needs-assessment>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

Many of those who need temporary accommodation are in crisis, often experiencing poverty and/or being out of work. The TA placement policy clearly sets out how the Council will assess the suitability of the accommodation being offered, taking into account the applicants financial situation and the costs they will incur, also in prioritising families for self-contained accommodation.

How are you going to measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy, proposal relevant to the following questions?

A5-Equality & diversity - Will it have any positive/negative impacts on the protected characteristics?



In thinking about this question:

- How will it impact on the protected characteristics-Positive or negative impact (Protected characteristics under the Equality Act 2010, Age, disability, race/ethnicity, Sexual orientation, gender reassignment, sex, religion or belief, pregnancy and maternity, marriage and civil partnership,socio-economic)
- What mitigation has been put in place to lessen any impacts or barriers removed?
- How will it help promote equality for a specific protected characteristic?

If you want more information contact gina.perryman@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-equality-strategy-2019-22-final.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change**Yes****No**

Is your policy, proposal relevant to the following questions?

B1-Carbon emissions - Will it reduce carbon emissions?



In thinking about this question:

- How will it reduce greenhouse gas emissions?
- How will it provide renewable sources of energy?
- How will it reduce the need for motorised vehicle travel?
- How will it encourage and support residents to reduce carbon emissions?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-sustainability-strategy.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

By aiming to keep as many customers as possible in TA in Portsmouth, the aim is to reduce the need for people (especially children) to travel from accommodation outside of the city into Portsmouth on a regular basis.

How are you going to measure/check the impact of your proposal?

B - Environment and climate change**Yes****No**

Is your policy, proposal relevant to the following questions?

B2-Energy use - Will it reduce energy use?



In thinking about this question:

- How will it reduce water consumption?
- How will it reduce electricity consumption?
- How will it reduce gas consumption?
- How will it reduce the production of waste?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy, proposal relevant to the following questions?

B3 - Climate change mitigation and flooding-Will it proactively mitigate against a changing climate and flooding ?

In thinking about this question:

- How will it minimise flood risk from both coastal and surface flooding in the future?
- How will it protect properties and buildings from flooding?
- How will it make local people aware of the risk from flooding?
- How will it mitigate for future changes in temperature and extreme weather events?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-surface-water-management-plan-2019.pdf>
<https://www.portsmouth.gov.uk/ext/documents-external/cou-flood-risk-management-plan.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy, proposal relevant to the following questions?

B4-Natural environment-Will it ensure public spaces are greener, more sustainable and well-maintained?

In thinking about this question:

- How will it encourage biodiversity and protect habitats?
- How will it preserve natural sites?
- How will it conserve and enhance natural species?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-solent-recreation-mitigation-strategy-dec-17.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

B5-Air quality - Will it improve air quality?

In thinking about this question:

- How will it reduce motor-vehicle traffic congestion?
- How will it reduce emissions of key pollutants?
- How will it discourage the idling of motor vehicles?
- How will it reduce reliance on private car use?

If you want more information contact Hayley.Trower@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-aq-air-quality-plan-outline-business-case.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

B6-Transport - Will it improve road safety and transport for the whole community?

In thinking about this question:

- How will it prioritise pedestrians, cyclists and public transport users over users of private vehicles?
- How will it be safe and comfortable for children and older people to cycle and walk in the area?
- How will it increase the proportion of journeys made using sustainable and active transport?
- How will it reduce the risk of traffic collisions, and near misses, with pedestrians and cyclists?

If you want more information contact Pam.Turton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/travel/local-transport-plan-3>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

B7-Waste management - Will it increase recycling and reduce the production of waste?



In thinking about this question:

- How will it reduce household waste and consumption?
- How will it increase recycling?
- How will it reduce industrial and construction waste?

If you want more information contact Steven.Russell@portsmouthcc.gov.uk or go to:

<https://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsWastePlanADOPTED.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

C1-Culture and heritage - Will it promote, protect and enhance our culture and heritage?



In thinking about this question:

- How will it protect areas of cultural value?
- How will it protect listed buildings?
- How will it encourage events and attractions?
- How will it make Portsmouth a city people want to live in?

If you want more information contact Claire.Looney@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

C2-Employment and opportunities - Will it promote the development of a skilled workforce?



In thinking about this question:

- How will it improve qualifications and skills for local people?
- How will it reduce unemployment?
- How will it create high quality jobs?
- How will it improve earnings?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy, proposal relevant to the following questions?

C3 - Economy - Will it encourage businesses to invest in the city, support sustainable growth and regeneration?

In thinking about this question:

- How will it encourage the development of key industries?
- How will it improve the local economy?
- How will it create valuable employment opportunities for local people?
- How will it promote employment and growth to the city?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact on these issues your proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Q8 - Who was involved in the Integrated integrated assessment?

Daniel Lake

This IIA has been approved by: Paul Fielding

Contact number: 02392834625

Date:

Agenda Item 4

Agenda item:

Title of meeting: Cabinet Member for Housing

Date of meeting: 27th January 2020

Subject: Helping people secure a private rented home, to reduce homelessness and housing need in Portsmouth

Report by: James Hill, Director of Housing, Neighbourhood and Building Services

Wards affected: All

Key decision: No

Full Council decision: No

1. Purpose

- 1.1. To provide detailed options outlining how the council could expand the financial assistance available to local residents to access the private rented sector.

2. Recommendations

- 2.1. That the Cabinet Member for Housing notes the current difficulties that renters have in entering the private rented sector (PRS).
- 2.2. That the Cabinet Member for Housing considers the options for providing additional support to enter the PRS. This may be either extending the range of support for those that already receive it, or new support for those that the council currently does not have a legal duty to support. Officers recommend the widening of a bond scheme and the use of a community bank to provide low cost loans.
- 2.3. That the Cabinet Member for Housing notes the officer's recommendation to proceed with extending the bond scheme and enabling a community bank to provide low cost loans (options 2 and 4), and if agreed, to also agree the eligibility criteria for the scheme and determine the details of the scope.
- 2.4. Delegate to the Director of Housing, Neighbourhoods and Building Services the authority to develop and operate a 12 month pilot of the chosen scheme(s) in order to fully develop a working scheme, understand the demand from residents, and expose the financial risk for the council, and report back on the progress of the pilot scheme to the Cabinet Member for Housing.
- 2.5. That the Cabinet Member for Housing identifies a source of funding from the general fund to provide the resources required to operate the chosen scheme, and to cover the financial liabilities of the pilot.

3. Background

- 3.1. There are approximately 20,000 homes in Portsmouth which are privately owned and then rented to tenants. These are known as the private rented sector (PRS) which represents 22% of all homes in the city.
- 3.2. Nationally there are new tenancies in approximately 19% of all PRS properties each year. If Portsmouth is consistent with the national average, around 3,750 new tenancies will start in Portsmouth each year. Many of these will be student lets, coordinated by the University of Portsmouth's Studentpad service. There are approximately 24,000 students studying at the University.
- 3.3. Just under 4,000 PRS homes in Portsmouth are classified for Council Tax as 'student exempt'.
- 3.4. An estimated 5,900 PRS households in Portsmouth receive some help towards the cost of their rent, from either Housing Benefit or Universal Credit (Housing Costs Element).
- 3.5. The council has no data regarding the economic status of the approximately 10,000 PRS households that are not solely students, or in receipt of financial assistance.
- 3.6. There is no local data available on the number of landlords who operate in Portsmouth, but based on the national average of 1.8 properties per landlord, there would be approximately 11,000 landlords responsible for homes in Portsmouth. Nationally, 61% of landlords use a letting agency. If this is applied to Portsmouth it would indicate that approximately 6,700 landlords use a letting agency, and 4,300 operate independently. Please note that these figures are rough estimates and we have not yet been able to verify them.
- 3.7. 1,638 households on the council's general needs housing waiting list need to move for health reasons or due to overcrowding, and have a low or medium level of need. They are unlikely to be offered housing through the waiting list under the current level of demand and housing availability.
- 3.8. However this is just a small part of the housing need in the city, as many do not register on the waiting list due to the lack of available properties. Around a fifth of households in rented housing in Portsmouth were considered to be overcrowded under the 2011 Census.
- 3.9. The administration have asked officers to outline options for expanding financial assistance to enable more households to access PRS homes in Portsmouth.

4. Legislation

- 4.1. Under the Homelessness Reduction Act 2017 (HRA17), the council owes a duty to assist any household that is eligible for assistance (i.e. that have a 'Right to Reside' in the UK and have recourse to public funds) if they are at risk of homelessness within 8 weeks following the relevant interaction with the council.

However, there is no duty to provide any specific forms of financial assistance, such as paying for a tenancy deposit or acting as guarantor.

- 4.2. The Housing Act 1996, amended by the Localism Act 2011, requires all housing authorities to have an allocation scheme for determining priorities and for defining the procedures to be followed in allocating social housing. However, there are no specific duties requiring local authorities to help people in housing need to secure PRS housing, unless they are threatened with homelessness.
- 4.3. Under the Tenant Fees Act 2019, landlords and letting agencies are prohibited from charging fees for securing or renewing a tenancy. However they can still charge a refundable holding fee of up to one week's rent, a tenancy deposit of up to five weeks' rent, and to charge rent in advance up to the value of the full rent liability for the term of the tenancy.

5. Financial difficulties in entering the PRS

- 5.1. There are a number of financial barriers for tenants and prospective tenants in the PRS in Portsmouth:
 - 5.1.1. High demand for PRS housing (evidenced through above inflation rise in market rents which are higher than Hampshire or England averages), including student housing, which increases competition for homes;
 - 5.1.2. Over three quarters of PRS lets in the city are at rents above the cap for Housing Benefit and Universal Credit assessments (the Local Housing Allowance rate);
 - 5.1.3. Lack of security, with most PRS tenancies let on six month Assured Shorthold Tenancies (AST). Although many landlords will be seeking longer-term lets, if the landlord's circumstances change the tenancy can be ended at any point outside of the fixed term with 2 months' notice. The imbalance of information regarding the actual length of the tenancy can create uncertainty for tenants.
 - 5.1.4. Low income and indebted households are unable to qualify under the income and credit check requirements applied by many landlords.
 - 5.1.5. Prospective tenants often are required to find someone willing to accept liability for any unpaid rent and costs, known as a guarantor. Guarantors must meet the individual landlord or letting agency's specific criteria, which can include income, home ownership and credit checks (see Appendix 1 for more detail on the role of a guarantor in the PRS).
 - 5.1.6. Upfront costs are a significant barrier to lower income households seeking to secure PRS accommodation in Portsmouth. Most PRS landlords require a tenancy deposit and rent in advance to be paid before granting a tenancy.

5.2. The options outlined in this report are aimed at addressing some but not all of these issues, specifically 5.1.5 and 5.1.6.

6. **Current provision**

6.1. The council's Housing Needs, Advice and Support service currently provides information and advice, but no financial support, to people who are eligible for assistance but are not threatened with homelessness. This includes households who are in unsuitable housing or would like to move to a PRS tenancy. Unless they are already renting and receiving Housing Benefit or Universal Credit Housing Costs Element, they would not be able to access a Discretionary Housing Payment for help with the costs of securing a tenancy.

6.2. Until now the council has focussed its resources on providing financial assistance to specific groups of people. During the six months April to September 2019, the council directly provided financial assistance to 172 households to enable them to secure a private sector tenancy, under the two schemes detailed below.

6.2.1. Providing rent in advance and deposits using the Homelessness Prevention Fund

During the 6 months April to September 2019, the council paid out £60,507 from its Flexible Homelessness Support Grant to secure homes on behalf of 66 households, an average payment of £917. Of the total amount, £46,982 was paid out in the form of non-repayable grant, while £13,525 was paid out as interest-free loans to 16 tenants, to be repaid to the council over an agreed period. This provision is only available to people who are either homeless or at risk of homelessness

6.2.2. Discretionary Housing Payments

During the 6 months April to September 2019, the council paid out £101,884 in Discretionary Housing Payments (DHP) for rent in advance or tenancy deposits, to secure homes on behalf of 105 households, an average payment of £970. These are all non-repayable grants, from centrally allocated government funds. Portsmouth City Council received a maximum DHP funding entitlement of £617,464 in 2019/20, a reduction from £675,063 in 2018/19, in line with a national reduction in DHP funding for local authorities. The council has not yet been notified of its funding entitlement for 2020/21. Notification is usually received in around late January each year. This provision is only available to those in receipt of Housing Benefit or Universal Credit Housing Costs Element, with a need for more suitable housing.

6.3. The council's Housing Needs, Advice and Support Service temporarily recorded demand, and measured, over a five week period, the number of

customers requesting help with rent in advance, tenancy deposits or needing a guarantor who the service were unable to assist.

- 6.4. In this time, 27 customers were refused financial support as they did not meet the current criteria for support. All 27 were seeking either rent in advance or a tenancy deposit or both, and three were also seeking a guarantor.
- 6.5. Of these people 22 were single people, four were families with children, and one was a couple.
- 6.6. The most common reasons for refusal were:
 - 6.6.1. 'No risk of homelessness', so not eligible for homelessness prevention assistance.
 - 6.6.2. 'Amount of money requested was not reasonable', for example seeking three months' rent in advance.
 - 6.6.3. 'Rent not affordable', so the tenancy would not have been financially sustainable on an ongoing basis.
- 6.7. This small study of demand reveals that some people are approaching the council seeking assistance to access the private rented sector who are not eligible for the current provision. This report proposes a number of options for improving this situation.
- 6.8. However, some people seeking help to secure a tenancy were assessed as wanting to move into a property where the ongoing rent would not be affordable to them. It is important that the council only enables customers to create affordable, sustainable PRS tenancies without the need for additional ongoing funding over and above any statutory benefit entitlement.

7. Options to assist access to the private rented sector

- 7.1. The purpose of any scheme is to help more people to access suitable PRS housing. This could be either to extend the range of help for those currently eligible to receive help, or to provide support to those who are not currently eligible for any financial support.
- 7.2. The council's ability to assist more residents to access PRS housing is currently limited by operational capacity and financial constraints. The resources currently available are targeted towards meeting the council's statutory duties.
- 7.3. Appendix 2 details five options which could be introduced to enable residents to access the private rented sector sooner or more easily. Each option has strengths and weaknesses, and will require different levels of financial resource and operational capacity.
- 7.4. The options are summarised as follows:

7.4.1. Option 1 - Portsmouth City Council (PCC) acting as tenancy guarantor

The council acts as the legal guarantor for a PRS tenant, with full liability for any unpaid rent, interest and costs. There would also be liability for any costs as a result of damage or theft not covered by the deposit. Industry standards mean that the size of the liability is unlikely to be restricted. The council would require landlords to make contact if any breach occurred which could lead to cost for the council.

7.4.2. Option 2 - Widen the current bond scheme

Instead of acting as a guarantor, the council can provide a bond which could be claimed against rent arrears, damage or theft. The bond agreement would enable the landlord to make a claim during the term of the tenancy, for example for unpaid rent, and at the end of the tenancy, but the bond agreement would stipulate a maximum liability on the council equivalent to four months' rent.

7.4.3. Option 3 - Managing the rent account and providing guaranteed monthly payments to the landlord

The council would sign an agreement to pay the monthly rent in full directly to the landlord. The tenant signs an agreement to pay rent to the council. However, the tenancy agreement remains between the tenant and the landlord, so the council does not assume any further responsibility for tenancy management.

To limit the council's liability, the agreement with the landlord or lettings agency would include a clause allowing the council to terminate with two months' notice.

7.4.4. Option 4 - Deposit and rent in advance loan scheme

The council would work with a community bank to provide loans for deposit and rent in advance to those needing assistance to access a PRS home. Providing a contingency fund of 25% of the total amount loaned will enable the community bank to make the loans at relatively low interest rates when compared to other high street lenders. This option restricts the liability for non-repayments and minimises the level of council resources needed to manage such a scheme. The council also has the option (Option 4b) of providing additional funding in order to enable the community bank to provide loans with zero interest charged to the customer.

7.4.5. Option 5 - Funding an external guarantor scheme

The council pays the fees charged by an external guarantor agency who would then provide the guarantor service to the tenant. The tenant must meet the specific income requirements determined by the guarantor agency, and would require a co-signer to take responsibility for any financial liability, but they would not be required to meet the criteria usually required of a guarantor.

- 7.5. The recommended options are Option 2 (widen the bond scheme) and Option 4 (support low cost/no cost loans for deposits and rent in advance). However all options would need funding, which is not currently identified within the housing general fund budget.
- 7.6. The proposal is to provide funding to deliver a 12 month pilot scheme in order to better understand residents' needs, landlord requirements, financial costs and risks, and delivery options.

8. Eligibility

- 8.1. Whilst the aim of any of the proposed schemes is for the council to assist more residents, there will be a requirement for eligibility criteria to ensure that the council's financial and reputational liability is limited, and to constrain the level of resources needed to deliver the scheme.
- 8.2. Anyone seeking assistance would be required to meet the following basic eligibility criteria:
 - 8.2.1. Local connection to Portsmouth, or resident in a PCC tenancy in the Havant area;
 - 8.2.2. Eligible to hold a tenancy under the Right to Rent legislation and eligible to claim Housing Benefit or Universal Credit towards their rental costs, subject to an assessment of income;
 - 8.2.3. Not currently living in suitable self-contained accommodation, or they are seeking to move from a social rented tenancy into the PRS;
 - 8.2.4. Total household earned income less than 2.5x the median monthly rent for their required property size;
 - 8.2.5. Seeking a property at a rent level they can afford, based on an assessment of the household income and potential benefit entitlement.
- 8.3. Social sector tenants with no housing need have been included in the scheme due to the impact of releasing social sector homes to assist homeless households owed a rehousing duty by the council.
- 8.4. In addition to the basic eligibility criteria outlined above, there are two options for the scope of the scheme:
 - 8.4.1. **Scope 1** - Make additional resources available to assist those the council owes a duty under the Homelessness Reduction Act 2017 (HRA17) (i.e. make more financial support available for those already entitled to assistance from the council):
 - Providing additional schemes and resources to assist anyone threatened with homelessness, to access PRS housing.
 - This includes households owed a duty under HRA17 that also have a priority need. Enabling them to access the PRS sooner, or access

PRS homes that would otherwise be unavailable to them, can help to reduce the demand for emergency housing, and reduce the use of bed and breakfast accommodation.

8.4.2. **Scope 2** - Make assistance available to anyone who is either threatened with homelessness; not currently living in suitable self-contained accommodation; or seeking to move from a social rented tenancy into the PRS (i.e. extend financial assistance beyond those who are threatened with homelessness):

- Extending the council's help to secure PRS housing to more households in the city.
- Supporting households who are not threatened with homelessness, but are in unsuitable housing or would like to move, to secure a PRS tenancy, to enable them to meet their housing need.
- This will create some additional demand in the private rented sector, which could have a knock-on effect for households at risk of homelessness, by creating more competition for available homes. However, a pilot scheme would enable a better understanding of who is seeking assistance and the impact on the PRS market.

9. **Delivery of the selected schemes**

- 9.1. The Housing, Needs, Advice and Support (HNAS) Service has a duty to anyone at risk of homelessness, and could use any of the proposed schemes alongside current approaches to preventing homelessness.
- 9.2. The Private Sector Housing Service work with private sector landlords on accreditation, licencing of Houses of Multiple Occupation and bringing empty homes back into use. They advertise accredited homes but do not currently have any role in helping prospective tenants to secure homes.
- 9.3. Extending support beyond the current offer would require additional resource to respond to customer enquiries, assess eligibility and suitability, deliver assistance, and provide ongoing support to tenant and landlord. The level of resource required is outlined in Appendix 2, and depends on the scheme selected, and the number of residents assisted.
- 9.4. Initial enquiries could create significant demand, but the biggest impact on capacity is likely to be caused by unpaid rent under Options 1, 2 or 3, when support will be required to address the rent arrears and arrangement payment of any financial liabilities.
- 9.5. Ensuring sufficient capacity is key to managing the financial risk under Options 1, 2 or 3.

9.6. The additional staff resource should be located in the HNAS team, working closely with the council's Landlord Support Officer to share knowledge of the PRS market.

10. Reasons for recommendations

10.1. The issues surrounding access to the private rented sector are varied and complex.

10.2. There is no statutory duty for the council to provide the assistance outlined in this report, and therefore it is for the Cabinet Member for Housing to decide whether and in what ways the council should go beyond its statutory requirements to assist residents to access PRS homes.

10.3. The basic eligibility criteria outlined will ensure that the council's assistance is only provided to local people who are eligible for public funds, have a level of housing need, are on a below average income, and can afford the rental liability.

10.4. Adopting Scope 1 (8.4.1) would limit the number of people who can benefit, to solely those at risk of homelessness or already homeless. Adopting Scope 2 (8.4.2) would ensure that more people could potentially benefit, but this is likely to increase demand, and therefore the resources required to meet demand. There is potential for negative impact on homeless households seeking PRS homes, by increasing competition for the limited number of homes becoming available.

10.5. Many of the options have risk profiles which are unknown, as the demand, uptake and number of PRS tenancies which default on rent are unknown. Therefore a pilot is recommended, in order to understand the risk profile of the chosen options and the subsequent financial liabilities.

10.6. Reporting back to the Cabinet Member for Housing on the delivery of the pilot scheme and the learning from it will assist future decisions on the help the council provides to people at risk of homelessness or in housing need.

10.7. In order to deliver the chosen option(s), funding will be required to provide the staffing resource and meet the associated costs of the option(s) selected. The source of this funding needs to be identified.

11. Impact assessment

11.1. An integrated impact assessment has been completed and is attached at Appendix 4.

11.2. The assessment identifies no negative impacts associated with any of the options outlined.

11.3. The data available indicates that some people in Portsmouth with protected characteristics are more likely to be in housing need, and therefore

providing further assistance to help people meet their housing need will help the council to fulfil its public sector equality duty.

12. City Solicitor's comments

- 12.1. The Homelessness Reduction Act 2017 encourages local authorities to improve the provision of support to anyone who is eligible and homeless or threatened with homelessness and introduced new duties on local authorities to take reasonable steps to prevent homelessness for eligible applicants at risk of homelessness and to take reasonable steps to help applicants to secure suitable accommodation.
- 12.2. The duty to 'help to secure' accommodation for those eligible for assistance and threatened with homelessness or homeless does not necessarily mean a duty to directly find and secure the accommodation but involves working with applicants to agree reasonable steps to identify and secure accommodation. The type of reasonable steps a housing authority might take to prevent or relieve homelessness can include providing support to applicants, whether financial or otherwise, to access private rented accommodation.
- 12.3. The Housing Act 1996 and key housing legislation also requires housing authorities to undertake reviews of homelessness within their areas and to have strategies in place to tackle identified issues. The recommendations set out in this report will assist with this.
- 12.4. The Cabinet member is being asked to consider enabling a wider scope of applicants eligible for assistance than currently provided for in the housing legislation, in particular to include those adequately housed but wishing to move from social sector housing to the private rented sector.
- 12.5. Under s.24 of the Local Government Act 1988, there is a power to provide any person with financial assistance for the purposes of, or in connection with, the acquisition, construction, conversion, maintenance or management of any property which is or is intended to be privately let as housing accommodation. Financial assistance includes giving a guarantee or joining in guaranteeing the performance of any obligation owed to or by that person or indemnifying a person in respect of any liabilities, loss or damage. S.25 requires Secretary of State consent unless there is an obligation to provide that assistance or benefit.
- 12.6. Under s.1 of the Localism Act 2011, the council is empowered by way of having a general power of "competency" to do anything that individuals may generally do provided that there is no existing prohibition, restriction or limitation on our powers imposed by other legislation. It should be noted that the power of competency neither supplants nor modifies existing duties that exist in other statutory powers. This means that there is no power or duty to

provide accommodation for someone specifically disqualified by legislation from receipt of housing assistance, for example.

12.7. The terms of the guarantee offered by the council will need to be considered carefully and be clearly worded given the obvious and high financial risk along with associated budgetary implication. The council has a fiduciary duty to council tax payers so the legislation conferring a power on the council to act as guarantor should be read subject to our general fiduciary duty owed to all our tax payers and a balancing exercise undertaken. There will also need to be careful consideration as to the conditions of eligibility etc. As with any guarantee/loan/financial accommodation situation there would need to be a clear understanding of such arrangement in terms of scope (amount/risk exposure), timing and such things as indemnity (will the tenant ever repay or indeed be asked to).

13. Director of Finance's comments

13.1. Each of the options within the report carries a certain degree of risk in them, and would lead to the council having to identify funding to support these initiatives.

13.2. There is no statutory obligation for the council to provide any of the specific forms of assistance outlined in the report, however if residents are unable to access the private rented sector they could in the future become a responsibility of the council.

13.3. Option 1 that looks to stand Guarantor means that the Council could be open to unlimited risk from rental arrears, damage, or other costs, so if the council were to consider this it must first launch it on a limited basis and consider the individual's ability to sustain a tenancy on a risk based approach. There is however no upfront cost beyond this staff resource.

13.4. Option 2, the Bond scheme is similar to the above but limits the council's financial exposure, but again may result in an unfunded expense to the council.

13.5. Option 3, where the council pays the rent on the client's behalf, enables the council to limit its total liability by retaining the option to terminate the agreement with 2 months' notice, in contrast to option 1. It has additional overhead costs compared to option 2.

13.6. Option 4 considers the opportunity to work with a local community bank. This would see the council referring the tenant to the community bank and underwriting 25% of the loan. Whilst this would be a less expensive option than the others, there is a question as to whether the tenants could afford the PRS rents and loan repayments, which may affect uptake of the scheme.

13.7. Option 5 funding an external guarantor scheme would require the council to pay fees to a guarantor scheme which will entail a known amount of spend, without additional risks or liabilities. The eligibility criteria for guarantor schemes mean that its use may be limited.

13.8. With each option there is an additional overhead of staffing costs, to help people to access the scheme, but this also serves to mitigate the associated risks, to ensure that people are only offered help that is suitable to their needs, and support is in place in case of any difficulties or change of circumstances.

Signed by:

.....
James Hill, Director of Housing, Neighbourhood and Building Services

Appendices:

Appendix 1 - The role of a guarantor in the private rented sector in Portsmouth

Appendix 2 - Outline of options

Appendix 3 - Example Guarantor agreement

Appendix 4 - Integrated impact assessment

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Homelessness Reduction Act 2017	http://www.legislation.gov.uk/ukpga/2017/13/contents/enacted
Housing Act 1996, amended by the Localism Act 2011	http://www.legislation.gov.uk/ukpga/1996/52/part/VII
Tenant Fees Act 2019	http://www.legislation.gov.uk/ukpga/2019/4/contents/enacted
Local Government Act 1988 - Part III Privately Let Housing Accommodation Section 24 Power to provide financial assistance for privately let housing accommodation	http://www.legislation.gov.uk/ukpga/1988/9/section/24/enacted

<p>Local Government Act 1988 Part III Privately Let Housing Accommodation</p> <p>Section 25 Consent required for provision of financial assistance etc</p>	<p>http://www.legislation.gov.uk/ukpga/1988/9/part/III/enacted</p>
<p>Localism Act 2011</p> <p>Chapter 20</p>	<p>http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted</p>

The recommendation(s) set out above were approved/ approved as amended/
deferred/ rejected by on

.....
Signed by:
Councillor Sanders
Cabinet Member for Housing

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Appendix 1 - The role of a guarantor in the private rented sector in Portsmouth

1. A guarantor to a tenancy agreement is a second party, not resident in the tenancy address, who takes on joint legal responsibility for all of the liabilities under the tenancy agreement. It therefore acts as additional assurance to the landlord that the tenant will meet their obligations.
2. Most letting agencies in Portsmouth require a guarantor if the prospective tenant does not meet a minimum income level, most commonly 2.5x the rent. Therefore a tenant seeking to secure a home with a rent of £800 per calendar month would require a guarantor if their household income is below £24,000 per year.
3. A common criteria for the guarantor is that they must earn at least 3x the rent, so for a tenancy with a monthly rent of £800, the guarantor would need an annual income of at least £28,800.
4. When a tenant with a guarantor falls into arrears, the landlord contacts both the tenant and the guarantor for repayment.
5. Often, the guarantor is a friend or family member of the tenant, who will then contact the tenant to ensure the tenant is able to pay, and potentially lend the tenant money to repay.
6. The guarantor and the tenant will be motivated to ensure repayment as soon as possible, to avoid debt recovery action against the guarantor, which could lead to a County Court Judgement, affecting their credit score.
7. If the outstanding rent is not quickly repaid, the landlord is motivated to proceed with eviction proceedings to limit their unpaid rent liability; although they have a guarantor, they may still need to pursue action for payment, and cannot be certain that the guarantor will pay in full.

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Appendix 2 - Outline of options

1. Option 1 - PCC acting as tenancy guarantor

1.1. By standing as guarantor for a PRS tenant, the council will be taking on the following liabilities (see Appendix 3 for sample guarantor agreement, provided by a local lettings agency):

1.1.1. To pay any unpaid rent, interest and costs, for the term of the tenancy;

1.1.2. To pay any additional costs of damage or theft caused during the tenancy that are not covered by the tenancy deposit.

1.2. A typical agreement with a guarantor, which would be acceptable to the majority of landlords, traditionally means that there is no limit on the financial liability. To reduce the financial risk to the council the following actions would be required:

1.2.1. Pre-tenancy assessment of the tenant's ability to manage a tenancy and meet their rent liability;

1.2.2. Only acting as guarantor if the council is satisfied that there is no one else who could act as guarantor. This would be difficult to confirm.

1.2.3. Visiting the property and checking the inventory at the start of the tenancy, to ensure any future damage claim is accurate and reasonable;

1.2.4. Requiring notice from the landlord if the rent account is more than 10 days in arrears;

1.2.5. Providing specialist money advice and support to any tenant that falls into arrears;

1.2.6. Requiring the landlord to take urgent action to end the tenancy if the tenant is unable or unwilling to pay (but note that this puts the tenant at risk of homelessness),

1.3. It cannot be assumed that these clauses in a guarantor contract would be acceptable to the landlord. If both sides did not reach an agreement it would be likely that the tenancy would not start.

1.4. The guarantor's liability continues as long as the tenancy continues. If the council chooses to cease acting as guarantor when the tenancy is due for renewal, the tenancy will be ended unless the tenant has found another guarantor, or is now earning enough and meeting any other requirements of the landlord to enable them to secure the tenancy without a guarantor.

1.5. The council's total liability will increase for each individual PRS tenant that it agrees to act as guarantor. The liability for the council will only reduce if a

tenant chooses to give up their tenancy, or no longer requires a guarantor and signs a new tenancy agreement.

- 1.6. Should the council agree to stand as guarantor, it is proposed that the tenant would be required to sign an agreement acknowledging that the council will take action against them for repayment of any sums that are paid out on their behalf as guarantor. However the ability to take such action, and the commitment to do so considering the individual circumstances, is untested.
- 1.7. As noted at 1.2.6, if a tenant becomes unable or unwilling to meet their rental liability, the council must ensure that the landlord takes action to end the tenancy, to limit the council's financial liability. This must form part of the guarantor agreement, and the council must ensure it is followed in practice.
- 1.8. The risk for the council is that the landlord, knowing that the council will meet its financial liability, may choose to allow a tenancy to continue where the tenant is not paying their rent, aware that the rent loss will be covered by the guarantor agreement.
- 1.9. This will require a rapid response by a council officer, to understand as soon as possible whether any rent arrears can be resolved, or if the tenancy needs to be ended.
- 1.10. The pre-tenancy assessment could help to reduce risk by considering:
 - 1.10.1. Current tenancy rent payment history, if there is one;
 - 1.10.2. Previous tenancy payment history, if the tenant is able to provide contact details for former landlords;
 - 1.10.3. Financial appraisal of the applicant's income and expenditure;
 - 1.10.4. Credit check; this would be a 'soft search', and show any County Court Judgements, Individual Voluntary Arrangements or Bankruptcy, and also confirm the registered address on the electoral role, but will not show all current debt liabilities or arrears.
- 1.11. Requiring notice of arrears at 10 days would ensure the tenant can be offered support at an early stage, and enable the council to understand the reason for arrears. This may require some assertive outreach work for tenants who do not initially engage with support.
- 1.12. Resource appraisal of Option 1
 - 1.12.1. One full time equivalent (FTE) post at approximately band 8 would be required to consider applications, assess eligibility, complete the pre-tenancy assessment, assess suitability of the home, and provide assertive outreach support in the event of rent arrears. This would provide capacity to assess up to 5 applications per week, and make decisions for approval,

up to a maximum caseload of around 40 tenancies, depending on the level of defaults.

1.12.2. An additional 0.5 FTE would be required to provide management, finance and legal support to this role.

1.13. Financial risk

1.13.1. The financial risk to this council from this option almost entirely depends upon the number of tenancies that end with debts owing to the landlord that the council would be expected to cover. Both the number of tenancies that this would happen in, and the average cost when it did happen are unknown. Therefore, if this scheme was to proceed it would require a long-term pilot to establish the financial liability that the council would face in acting as a guarantor to a significant number of PRS tenants.

1.13.2. If rent payments cease, the council will engage while the tenant is in the first month of arrears, and continue to offer support while arrears increase to two to three months. If the tenant refuses to engage, the council would require the landlord to take possession action. This could take around four to six months, if the tenant does not leave at the end of the notice period and the landlord has to apply to court for a possession order and bailiffs warrant for eviction. This would mean the council could be liable for around seven to nine months' rent arrears, court costs of around £480, and the costs of any damage or theft from the tenancy.

1.13.3. However, under a standard guarantor agreement there is no upper financial limit on the council's liability.

1.13.4. Funding of £25,000 could be sufficient to cover the liability of three failed tenancies, based on provision for nine months' rent arrears (at an average of £800 per month), one month's rent for damage, and £480 for court costs for eviction.

2. Option 2 - Bond scheme

2.1. Previously the council has offered only a very limited bond scheme, protecting the landlord against theft or damage up to a maximum of one month's rent, only during the first year of the tenancy, and with no protection against rent arrears.

2.2. Offering a bond of up to four months' rent for qualifying residents would limit the council's total liability, but provide time for a landlord to pursue eviction if the tenant won't pay their rent or engage with support.

2.3. The bond could be claimed against rent arrears, damage or theft. The bond agreement would enable the landlord to make a claim during the term of the tenancy, for example for unpaid rent, and at the end of the tenancy, provided that the total claimed does not exceed four months' rent.

2.4. Work will be required with letting agencies and landlords in the city, to negotiate accepting a bond in place of a guarantor. Some landlord rent insurance schemes specifically require a guarantor to be in place, so a bond scheme would not be compliant. Therefore this option would only enable tenants to access a more limited range of landlords or properties than the guarantor scheme in Option 1, but with a reduced and finite financial risk.

2.5. Managing the risk

2.5.1. The bond agreement would require the landlord to notify the council within 10 days if there are any rent arrears, damage or other breaches of the tenancy that could lead to a claim against the bond.

2.5.2. The council will have a dedicated resource to respond quickly to any tenancy issues, offering advice and support to the tenant and mediating with the landlord.

2.6. Resource appraisal of Option 2

2.6.1. One FTE post would be required to consider applications, assess eligibility, complete the pre-tenancy assessment, assess suitability of the home, and provide assertive outreach support in the event of rent arrears. This would provide capacity to assess up to 4 applications per week, engage with landlords, and make decisions for approval, up to a maximum caseload of around 40 tenancies, depending on the level of defaults.

2.6.2. An additional 0.5 FTE would be required to provide management, finance and legal support to this role.

2.7. Financial Risk

2.8. The maximum financial liability will be four months' rent for each tenant assisted under the scheme.

2.8.1. Funding of £25,000 could cover the liability for around eight failed tenancies, based on an average monthly rent of £800.

3. Option 3 - The council managing the rent account and providing guaranteed monthly payments to the landlord

- 3.1. Other local authorities, including Gosport Borough Council and Reading Borough Council, have developed schemes where the council pays the monthly rent to the landlord, and the tenant pays rent to the council.
- 3.2. The council would sign an agreement to pay the monthly rent in full direct to landlord. The tenant signs an agreement to pay rent to the council. However, the tenancy agreement remains between the tenant and the landlord, so the council does not assume any further responsibility for tenancy management.
- 3.3. To limit the council's liability, the agreement with the landlord or lettings agency would include a clause allowing the council to terminate with two months' notice.
- 3.4. The scheme would provide assurance to the landlord that for the term of the agreement, they will receive the rent in full and on time.
- 3.5. The council would use its experience in managing rent accounts and supporting tenants to ensure that the rent is paid.
- 3.6. Because rent payments are made direct to the council, we will know immediately if any rent is overdue, unlike Options 1 and 2 which depend on the landlord notifying us of arrears.
- 3.7. This enables the council to make contact with the tenant to understand the reason for arrears at an earlier stage, and provide help and advice to ensure the rent account is paid in full.
- 3.8. However, if rent continues to go unpaid from the tenant, the council will be paying the rent costs from its own resources. Therefore if it is unable to resolve the arrears with the tenant, the council will need to end the agreement with the landlord, which is likely to prompt eviction action against the tenant.
- 3.9. Resource appraisal for Option 3
 - 3.9.1. 1.5 FTE posts would be required to consider applications, assess eligibility, complete the pre-tenancy assessment, assess suitability of the home, manage the rent account, and provide support in the event of rent arrears. They would also arrange monthly payments to the landlord, and manage the rental income. This would provide capacity to assess up to 5 applications per week, engage with landlords, and make decisions for approval, and to manage the rent accounts of up to 45 tenants. An additional 0.7 FTE would be required to provide management, finance and legal support to this role.
- 3.10. Financial liability

3.11. The maximum liability is around four months' rent for each tenant assisted under the scheme. If a tenant has not set up an arrangement to repay arrears within two months, the council will serve the landlord two months' notice to end the arrangement.

3.11.1. Funding of £25,000 could cover the realistic liability for around eight households, based on an average monthly rent of £800.

4. Option 4 - Deposit and rent in advance loan scheme

- 4.1. In this option the council would work with a community bank to provide low cost loans to those who need them to access the PRS, with the council providing a contingency fund to underwrite the cost of failed loans. This contingency fund would only be used in the event of loans failing.
- 4.2. The council would provide a contingency fund of 25% of the total amount loaned, based on the level of risk of making these loans, and in order to enable the community bank to offer a preferential interest rate. This enables the council to make available £100,000 of loans at a maximum cost to the council of £25,000, significantly increasing the number of those we can assist.
- 4.3. Community banks are ethical lenders with strict criteria around eligibility to borrow. Before offering a loan, they access a full credit report, including all outstanding debt liabilities. Landlords and letting agencies can only access a 'soft search' of publicly available information from the credit report (i.e. details of any County Court Judgements, and whether the person is registered on the electoral roll at the address they have given), so community banks are in a better position to understand the customer's ability to pay their rent and repay a loan, and identify where there is a need for specialist debt advice.
- 4.4. The community bank would make an affordability assessment based on current income, debt liabilities, and average outgoings for the size of household. Loans of up to £1,000 could have an interest rate of around 6.9% APR, while loans above £1,000 would be around 5.2% APR.
- 4.5. This compares favourably with rates advertised by other lenders. A high street lender's loan calculator indicates that a loan of £1,000 over 24 months would have a representative APR of 18.5%, while a prominent doorstep lender offers loans of £1,000 over 12 months with a representative APR of 299%.
- 4.6. A loan of £1,000 over 24 months at 6.9% APR would attract around £75 in interest. In order to make the scheme more attractive to residents, the council could choose to pay the interest on all loans under this scheme, enabling beneficiaries to receive interest-free loans.
- 4.7. Payment would be made direct to the landlord by the community bank, to ensure the funds are only used to secure housing.
- 4.8. While most applications would be to the value of one or two months' rent in order to secure a property, in some circumstances it may be appropriate to lend six months' rent, to enable the borrower to secure a property without the need for a guarantor. This would depend on an affordability assessment, and a decision on making best use of the available funds.
- 4.9. Resource appraisal of Option 4

- 4.9.1. A 0.5 FTE post would be required, to consider applications, assess eligibility, refer to the community bank, and monitor the outcome of referrals. Alternatively, funding could be provided to the community bank to deliver this service, assessing all applications under the criteria set by the council.
- 4.9.2. An additional 0.2 FTE would be required to provide management support to this role, or to provide oversight to the service delivered by the community bank.
- 4.10. Financial Liability
- 4.11. The cost liability to the council has a fixed maximum value, of 25% of the total loaned by a community bank under this scheme.
- 4.11.1. Providing £25,000 in contingency funding would enable a community bank to lend £100,000, which would assist around 100 households, if the amounts borrowed are similar to the council's current financial provision to secure private rented homes, through the homelessness prevention fund and Discretionary Housing Payments. Alternatively, it could assist around 20 households by lending six months' rent in advance, based on an average rent of £800, or 50 households with loans of £1,000 and 10 households with loans of 6 months' rent in advance.
- 4.12. As loans are repaid, contingency funds could be returned to the council, or retained by the community bank to increase the number of people assisted.
- 4.13. **Option 4b**
- 4.14. In addition to the contingency funding outlined above, the council could cover the costs of the loans, in order to offer an interest-free scheme to residents, so that borrowers only repay the amount they borrowed.
- 4.15. This would require additional funding of around £7,500 on loans of £100,000.

5. Option 5 - Funding an external guarantor scheme

5.1. Some letting agencies in the city will accept guarantor agreements with private companies; the most common one appears to be Housing Hand, an insurance-backed privately run scheme, whose service is aimed at students who do not have a UK-based guarantor, and working people who do not meet the letting agency's minimum earning requirements.

5.2. Housing Hand could assist those who:

5.2.1. Earn at least 1.5x the monthly rent and;

5.2.2. Have a co-signer who will not be living in the rented property and is willing to accept joint liability to pay the rent

5.3. Therefore the scheme only assists those who are just outside most letting agencies' minimum earning requirement of 2.5x monthly rent, and who have someone willing to stand as co-signer, which means they must take on the same joint liability as a guarantor, but they are not required to meet the letting agency's guarantor requirement (usually, earning 3x monthly rent).

5.4. Housing Hand charge a fixed fee to act as guarantor for each 12 month period of the tenancy, usually up to 95% of one month's rent. The tenant is not entitled to any of this money back if they meet all of their rent obligations. If a tenant fails to pay any of their rent, the landlord claims against Housing Hand, who pay the amount owed and then pursue the tenant and their co-signer for repayment.

5.5. This scheme could therefore only assist a limited number of people meeting the specific criteria, requires additional funding every year, and does not enable the council to recoup any of its outlay.

5.6. Resource appraisal

5.6.1. A 0.5 full time equivalent post would be required, to consider applications, assess eligibility, and process payments to Housing Hand.

5.6.2. An additional 0.2 FTE would be required to provide management and finance support to this role.

5.7. Financial Appraisal

5.8. Funding of £25,000 per year could pay the fees of Housing Hand to assist approximately 33 households, based on an average monthly rent of £800. This is in addition to the cost of the tenancy deposit and rent in advance.

6. Comparison of options

Option	Financial liability per tenancy supported (based on an average monthly rent of £800)	Additional council resources anticipated to be required for a pilot	Number of households this staffing resource could assist per year, and cost / financial liability	Strengths / opportunities	Weaknesses / threats
Option 1 - PCC acting as rent guarantor	<p>Unknown until the annual number of defaults, and average size per default is known. For budgeting purposes it is assumed to be 20%</p> <p>It is realistically anticipated that each default may cost up to £8,000, but the council is not able to cap this figure</p>	1.5 FTE £60,000 pa	<p>Assess up to 5 applications per week, up to a maximum caseload of 40 tenancies</p> <p>40 tenancies estimated total liability £320,000 (but not limited)</p>	<p>Meets landlord requirements</p> <p>Enables access to PRS homes for lower income households with no guarantor</p> <p>No additional financial commitment or liability for the tenant</p>	<p>High (potentially unlimited) level of financial risk</p> <p>Reputational risk from using council funds to cover an individual resident's liabilities</p>
Option 2 - Expanded bond scheme	<p>Unknown until the annual number of defaults, and average size per default is known. For budgeting purposes it is assumed to be 20%</p> <p>However the risk can be capped at four months' rent, meaning each default would cost approximately £3,200 each</p>	1.5 FTE £60,000 pa	<p>Assess up to 4 applications per week, up to a maximum caseload of 40 tenancies</p> <p>40 tenancies estimated maximum liability £128,000</p>	<p>Capped maximum financial liability for council</p> <p>Enables access to some PRS homes for lower income households with no guarantor</p> <p>No additional financial commitment or liability for the tenant</p>	Requires landlord agreement

<p>Option 3 - The council managing the rent account</p>	<p>Unknown until the annual number of defaults, and average size per default is known. For budgeting purposes it is assumed to be 20%</p> <p>However the risk can be managed so that it is restricted to approximately four months' rent, meaning each default would cost approximately £3,200 each</p>	<p>2.2 FTE £88,000 pa</p>	<p>Assess up to 5 applications per week, up to a maximum caseload of 45 tenancies</p> <p>45 tenancies estimated maximum liability £144,000</p>	<p>Landlord receives rent in full every month</p> <p>Enables access to PRS homes for lower income households with no guarantor</p> <p>No additional financial commitment or liability for the tenant</p>	<p>Requires landlord agreement</p> <p>More staffing resource required for ongoing rent account management</p>
<p>Option 4 - Deposit and rent in advance loan scheme</p>	<p>Fixed sum of liability can be agreed with the lender and this will influence the total amount of loans it would provide</p>	<p>0.7 FTE £28,000 pa</p>	<p>Assess up to 5 applications per week</p> <p>To assist 100 households with loans of around £1,000, contingency funding of £25,000 required</p> <p>To make these loans interest-free to the customer would cost around £7,500</p> <p>To assist 4 households with loans of around £5,000, contingency funding of £5,000 required</p> <p>To make these loans interest-free would cost around £1,500</p>	<p>Leverages the community bank's resources - PCC's maximum liability is 25% provision for bad debt</p> <p>Able to assist larger number of people</p>	<p>The tenant must repay a loan</p> <p>Cost of interest to borrower, unless PCC pays the interest charge</p>

Option 5 - Funding an external guarantor scheme	Fixed spend per tenant supported of approx. £760 per year	0.7 FTE £28,000 pa	Assess up to 5 applications per week To assist 50 households for 12 months would cost around £38,000	Fixed cost, with no additional risk to PCC Enables access to PRS homes for some lower income households with no guarantor No additional financial commitment or liability for the tenant	Narrow earnings eligibility criteria, therefore fewer residents would be able to make use of the scheme Tenants must have a co-signer willing to accept the responsibilities of a guarantor Additional payment for each 12 month tenancy, with no funds returned if the tenancy is successful
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Option	Resource costs for 12 month pilot	Anticipated number of people supported	Maximum liability exposure	Likely cost of liability	Likely cost per annum (resources and likely cost liability)	Cost per application
Option 1 - PCC acting as rent guarantor	£60,000	40	£320,000	Unknown Assume 20% = £64,000	£124,000	£3,100
Option 2 - Expanded bond scheme	£60,000	40	£128,000	Unknown Assume 20% = £25,600	£85,600	£2,140
Option 3 - The council managing the rent account	£88,000	45	£144,000	Unknown Assume 20% = £28,800	£116,800	£2,596
Option 4 - Deposit and rent in advance loan scheme (assumes average loan of £1000)	£28,000	100	£40,000	£20,000 max	£48,000	£480
Option 4b - Deposit and rent in advance loan scheme. PCC pay interest to make it interest-free for customer for one year	Staff costs £28,000 Interest costs £22,000	100	£40,000	£20,000 max	£70,000	£700
Option 5 - Funding an external guarantor scheme	£28,000	50	£38,000	£38,000 spend	£66,000	£1,320

Appendix 3 - Example guarantor agreement

DEED OF GUARANTEE

This Deed of Guarantee is made on the day of

Between:

("The Landlord") and

("The Guarantor") in relation to the property at:

("The Property")

IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

- 1** The Guarantor agrees to guarantee ("the Tenant") as the Tenant of the Property upon the terms and conditions of the tenancy agreement attached at Schedule A ("the Tenancy Agreement").
- 2** The Guarantor agrees to reimburse and compensate the Landlord for any loss, damage, costs (including any legal costs incurred to enforce the Guarantee or for breach of the Tenancy Agreement by the Tenant) or other expenses arising either directly or indirectly out of any breach of the Tenancy Agreement.
- 3** The obligations of the Guarantor specified at clause 2 above will continue for any extension or continuation of the Tenancy whether as a renewal of a fixed term or as a statutory periodic tenancy; and will include any increase in the rent agreed between the Landlord and the Tenant or imposed by statute under a Section 13 Notice of the Housing Act 1988 provided the Guarantor is notified of the increase by the Landlord or any person acting on his behalf.
- 4** This Guarantee is irrevocable and shall continue beyond the Guarantor's death or bankruptcy throughout the period that the Property is occupied by the Tenant or any licensee and is not limited to the Term specified in the Agreement.

- 5 If the Tenant defaults during the Initial Term or any extension, renewal or continuation of this Agreement or the Tenant is declared bankrupt and the Tenant's Trustee in Bankruptcy elects to disclaim the Agreement then on written demand the Guarantor will cover and compensate the Landlord against all losses, claims, liabilities, costs and expenses arising out of or in connection with that default or disclaimer or incurred by the Landlord in connection with the default or disclaimer.
- 6 The Guarantor's liability under the Guarantee will be joint and several with the Tenant which means that each will be responsible for complying with the Tenant's obligations under the Tenancy Agreement both individually and together. The Landlord may seek to enforce these obligations and claim damages against the Tenant, the Guarantor, or both of them under the Tenancy agreement and the Guarantee.
- 7 The obligations of the Guarantor under the Guarantee will not be cleared or affected by any act, neglect, leniency, or giving of time by the Landlord endeavouring to obtain payment or in the enforcement of the Tenant's covenants.
- 8 The Guarantor's liability will continue if the Tenant surrenders any part of the Property in respect of the part not surrendered. Any liability accumulated at the date of Surrender will continue unaffected.
- 9 The Guarantor's liability shall continue if the Guarantor is a company and the company changes ownership, alters the name of the Guarantor, or is amalgamated with any other company or organisation throughout the period that the Property is occupied by the Tenant or any licensee and is not limited to the Term specified in the Tenancy Agreement.
- 10 The Guarantor is liable to pay any costs of the Landlord in enforcing the Guarantee and the terms of the Tenancy Agreement
- 11 This Guarantee shall continue throughout the period that the Property is occupied by the Tenant (or any one person who forms the Tenant) or any licensee and is not limited to the Term specified in the Tenancy Agreement.
- 12 The Guarantee will not be invalidated if one or more of the original persons forming the Tenant to whom the Tenancy is granted abandons the Property or surrenders their interest in the Tenancy PROVIDED THAT at least one of the original persons forming the Tenant or their licensees or assignees remains in possession.
- 13 In this Guarantee the following definitions apply:
- a "Guarantor" is the person responsible for discharging the Tenant's obligations if the Tenant defaults whether the Landlord elects to pursue the Tenant or not.
 - b "Joint and Several" means that the Guarantor will be liable with the Tenant to pay all rent and any debt arising from any breach of the Tenancy until all debt is paid in full.
 - c References to the singular include the plural and references to the masculine include the feminine.
- 14 The Landlord and the Guarantor agree that the laws of England and Wales shall apply to the Guarantee and to the Tenancy Agreement.

SAMPLE

SIGNED AS A DEED AND DELIVERED BY:

Signed

In the presence of:

Signature of witness

SIGNED AS A DEED AND DELIVERED BY:

Signed

In the presence of:

Signature of witness

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Integrated Impact Assessment (IIA)

Integrated impact assessment (IIA) form December 2019

www.portsmouth.gov.uk

The integrated impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies that could impact positively or negatively on the following areas:
 - Communities and safety
 - Regeneration and culture
 - Environment and public space
 - Equality & - Diversity - This can be found in Section A5

Directorate:

Housing, Neighbourhoods and Building Services

Service, function:

Housing

Title of policy, service, function, project or strategy (new or old) :

Helping people secure a private rented home, to reduce homelessness and housing need in Portsmouth

Type of policy, service, function, project or strategy:

- Existing
- New / proposed
- Changed

What is the aim of your policy, service, function, project or strategy?

To expand the financial assistance provided to local residents who are homeless, threatened with homelessness, or in housing need, to access private rented sector (PRS) homes in Portsmouth.

Has any consultation been undertaken for this proposal? What were the outcomes of the consultations? Has anything changed because of the consultation? Did this inform your proposal?

Research has been undertaken to understand the PRS market in Portsmouth, the needs of people seeking assistance from the council who do not currently qualify for help, and the requirements of landlords and letting agencies in the city. Just over a fifth of households in the city are housed in the PRS, so it is an important part of the housing market. Non-student households make up 80% of the PRS market, and of these, 37% receive some financial support to pay their rent. Currently, on average 29 households per month receive financial assistance from PCC to secure a PRS home, either because they are at risk of homelessness, or because they are living in an unsuitable or unaffordable PRS home, they are in receipt of financial assistance to pay their rent, and they need to move. Learning from this research has informed the proposals outlined in the report.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A1-Crime - Will it make our city safer?



In thinking about this question:

- How will it reduce crime, disorder, ASB and the fear of crime?
- How will it prevent the misuse of drugs, alcohol and other substances?
- How will it protect and support young people at risk of harm?
- How will it discourage re-offending?

If you want more information contact Lisa.Wills@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-spp-plan-2018-20.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on crime or the fear of crime.

How will you measure/check the impact of your proposal?
Not applicable.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A2-Housing - Will it provide good quality homes?



In thinking about this question:

- How will it increase good quality affordable housing, including social housing?
- How will it reduce the number of poor quality homes and accommodation?
- How will it produce well-insulated and sustainable buildings?
- How will it provide a mix of housing for different groups and needs?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:
<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

The aim of the scheme is to enable resident beneficiaries to access the PRS home that they want. Some proposals will require the council to view the property (options 1, 2 and 3), which provides an opportunity to check housing standards and ensure council resources are only used to secure decent PRS homes. However, some of the schemes proposed (options 4 and 5) do not require the council's involvement in the tenancy, and therefore will not have any impact on the quality of PRS housing.
The proposals do not increase the supply of PRS or affordable homes, but help beneficiaries to access the homes that are available in the city.

How are you going to measure/check the impact of your proposal?

If the council adopts a scheme that requires a visit to the property, we will record any advice on improving standards, and any tenancies that do not go ahead due to sub-standard conditions, and further action taken.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A3-Health - Will this help promote healthy, safe and independent living?



In thinking about this question:

- How will it improve physical and mental health?
- How will it improve quality of life?
- How will it encourage healthy lifestyle choices?
- How will it create healthy places? (Including workplaces)

If you want more information contact Dominique.Letouze@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cons-114.86-health-and-wellbeing-strategy-proof-2.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Unsuitable and insecure housing are among the wider determinants for poor health outcomes. The aim of the schemes is to improve quality of life for those currently struggling to access a suitable PRS home.

How are you going to measure/check the impact of your proposal?

Record the number of people accessing a new tenancy through the scheme, and monitor whether these tenancies are sustained.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A4-Income deprivation and poverty-Will it consider Page 69
deprivation and reduce poverty?



In thinking about this question:

- How will it support those vulnerable to falling into poverty; e.g., single working age adults and lone parent households?
- How will it consider low-income communities, households and individuals?
- How will it support those unable to work?
- How will it support those with no educational qualifications?

If you want more information contact Mark.Sage@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-homelessness-strategy-2018-to-2023.pdf>
<https://www.portsmouth.gov.uk/ext/health-and-care/health/joint-strategic-needs-assessment>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Reducing the financial exclusion of residents who are less able to access suitable homes due to lack of financial resources. However, the report notes the potential negative impact of increasing demand for a limited number of vacant PRS homes.

How are you going to measure/check the impact of your proposal?

Monitor reasons why those assisted were previously unable to access a suitable PRS home, and their housing and financial circumstances. It is not possible to identify which other households are interested in a home and fail to secure it, and therefore there is no identified means for the council to measure the potential negative impact.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A5-Equality & diversity - Will it have any positive/negative impacts on the protected characteristics?



In thinking about this question:

- How will it impact on the protected characteristics-Positive or negative impact (Protected characteristics under the Equality Act 2010, Age, disability, race/ethnicity, Sexual orientation, gender reassignment, sex, religion or belief, pregnancy and maternity, marriage and civil partnership,socio-economic)
- What mitigation has been put in place to lessen any impacts or barriers removed?
- How will it help promote equality for a specific protected characteristic?

If you want more information contact gina.perryman@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-equality-strategy-2019-22-final.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Data is not available on the protected characteristics of all those in the city who may be seeking a more suitable private rented sector home.

However, we can consider the equalities data we hold for those registered on the council's housing waiting list with a housing need. There are 1,638 households registered on the general needs waiting list with a low or medium level of housing need due to overcrowding or health issues.

Of these, the biggest group are in the age band 26-34, which indicates that the proposed policy would have the biggest impact on households with an adult in this age band. However, the scheme does not exclude anyone based on age, and there is no negative impact identified on this protected characteristic.

The waiting list data does not enable us to identify what proportion of these households include someone with a disability. 72% of applicants to the waiting list are recorded as White or White British ethnicity. 23% of applicants are from Asian, Black, Mixed, other White or other ethnic origin groups, while 5% of applicants do not have their ethnicity recorded. This indicates that housing

could help to reduce disadvantages experienced by these groups.

Sexuality is not recorded for 81% of applicants. Of those whose sexuality was recorded, 2% identified as gay or lesbian, but the amount of missing data means this data cannot be assumed to be representative. Similarly, gender was not recorded for equalities monitoring purposes in 59% of applications, but of those recorded, 68% were female, which suggests housing need may be more prevalent among households headed by a female.

10% of applicants were recorded as being pregnant at the time of their application, which indicates that pregnancy is strongly associated with housing need, and therefore this scheme can help to reduce some of the inequality experienced by women who are pregnant or in maternity.

No equalities data is available regarding the religion or belief, or marriage / civil partnership status of this group on the housing waiting list.

This policy is not specifically targeted towards any of the protected characteristic groups. However, some of those groups are more likely to be financially disadvantaged, including people with disabilities, and some black and minority ethnic groups.

By tackling one of the impacts of financial exclusion (inability to secure suitable housing), this scheme will help to promote equality for beneficiaries.

There is some evidence that people with physical disabilities are disadvantaged in the private rented sector, where landlords and letting agencies rarely provide information on the accessibility of homes for rent, and where some landlords are unwilling to allow their properties to be adapted to meet tenants' needs (eg fitting ramps, grab rails, accessible bathrooms etc). This scheme does not address these issues.

How are you going to measure/check the impact of your proposal?

Gather and monitor equalities data for applicants and beneficiaries of the scheme, to understand whether people with protected characteristics are requesting and receiving support.

Is your policy/proposal relevant to the following questions?

B1-Carbon emissions - Will it reduce carbon emissions?



In thinking about this question:

- How will it reduce greenhouse gas emissions?
- How will it provide renewable sources of energy?
- How will it reduce the need for motorised vehicle travel?
- How will it encourage and support residents to reduce carbon emissions?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-sustainability-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Around 30% of all direct greenhouse gas (GHG) emissions in Portsmouth are due to energy used in the home. However, the scheme is aimed at assisting people who already live in Portsmouth and therefore these emissions already exist. There is no evidence that helping someone move to a suitable PRS home will either increase or reduce GHG emissions. Under options 1, 2 and 3, the council would be involved in checking the property, to ensure the inventory and any potential liability is recorded correctly. This would provide an opportunity to record details of the Energy Performance Certificate. The council's LEAP home energy visit scheme helps eligible households to make their homes warmer and more energy and water efficient. Anyone seeking help from one of these schemes can be assessed for eligibility for LEAP and provided with information on the help available.

How are you going to measure/check the impact of your proposal?
If the council is involved at the start of the tenancy, record the EPC rating.
Record any referrals to schemes to improve the energy and water efficiency of the home.

Is your policy/proposal relevant to the following questions?

B2-Energy use - Will it reduce energy use?



In thinking about this question:

- How will it reduce water consumption?
- How will it reduce electricity consumption?
- How will it reduce gas consumption?
- How will it reduce the production of waste?

If you want more information contact Triston.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

<https://democracy.portsmouth.gov.uk/documents/s24685/Home%20Energy%20Appendix%201%20-%20Energy%20and%20water%20at%20home%20-%20Strategy%202019-25.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

As above, the council can identify whether applicants qualify for assistance from LEAP to improve the energy and water efficiency of their home.

How are you going to measure/check the impact of your proposal?
Record any referrals to schemes to improve the energy and water efficiency of the home.

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B3 - Climate change mitigation and flooding-Will it proactively mitigate against a changing climate and flooding?

In thinking about this question:

- How will it minimise flood risk from both coastal and surface flooding in the future?
- How will it protect properties and buildings from flooding?
- How will it make local people aware of the risk from flooding?
- How will it mitigate for future changes in temperature and extreme weather events?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-surface-water-management-plan-2019.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/cou-flood-risk-management-plan.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on climate change or flooding mitigation.

How are you going to measure/check the impact of your proposal?
Not applicable.

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B4-Natural environment-Will it ensure public spaces are greener, more sustainable and well-maintained?

In thinking about this question:

- How will it encourage biodiversity and protect habitats?
- How will it preserve natural sites?
- How will it conserve and enhance natural species?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-solent-recreation-mitigation-strategy-dec-17.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on public spaces.

How are you going to measure/check the impact of your proposal?
Not applicable.

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B5-Air quality - Will it improve air quality?



In thinking about this question:

- How will it reduce motor vehicle traffic congestion?
- How will it reduce emissions of key pollutants?
- How will it discourage the idling of motor vehicles?
- How will it reduce reliance on private car use?

If you want more information contact Hayley.Trower@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-aq-air-quality-plan-outline-business-case.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on air quality.

How are you going to measure/check the impact of your proposal?
Not applicable.

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B6-Transport - Will it improve road safety and transport for the whole community?



In thinking about this question:

- How will it prioritise pedestrians, cyclists and public transport users over users of private vehicles?
- How will it allocate street space to ensure children and older people can walk and cycle safely in the area?
- How will it increase the proportion of journeys made using sustainable and active transport?
- How will it reduce the risk of traffic collisions, and near misses, with pedestrians and cyclists?

If you want more information contact Pam.Turton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/travel/local-transport-plan-3>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on transport.

How are you going to measure/check the impact of your proposal?
Not applicable.

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B7-Waste management - Will it increase recycling and reduce the production of waste?



In thinking about this question:

- How will it reduce household waste and consumption?
- How will it increase recycling?
- How will it reduce industrial and construction waste?

If you want more information contact Steven.Russell@portsmouthcc.gov.uk or go to:

<https://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsWastePlanADOPTED.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

The scheme involves the council providing assistance to residents to secure a new PRS home. The council can therefore use this opportunity to provide information on household waste and recycling. However, there will be no information on the households previous waste and recycling and therefore it is not possible to evidence any increase in recycling or reduction in waste.

How are you going to measure/check the impact of your proposal?
Not applicable.

Is your policy/proposal relevant to the following questions?

C1-Culture and heritage - Will it promote, protect and enhance our culture and heritage?



In thinking about this question:

- How will it protect areas of cultural value?
- How will it protect listed buildings?
- How will it encourage events and attractions?
- How will it make Portsmouth a city people want to live in?

If you want more information contact Claire.Looney@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

There are no identified negative impacts on culture and heritage.

How are you going to measure/check the impact of your proposal?
Not applicable.

Is your policy/proposal relevant to the following questions?

C2-Employment and opportunities - Will it promote the development of a skilled workforce?



In thinking about this question:

- How will it improve qualifications and skills for local people?
- How will it reduce unemployment?
- How will it create high quality jobs?
- How will it improve earnings?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

The proposed schemes will not create any employment beyond the specific posts needed to deliver the scheme.

How are you going to measure/check the impact of your proposal?
Not applicable.

Is your policy/proposal relevant to the following questions?

C3 - Economy - Will it encourage businesses to invest in the city, support sustainable growth and regeneration?



In thinking about this question:

- How will it encourage the development of key industries?
- How will it improve the local economy?
- How will it create valuable employment opportunities for local people?
- How will it promote employment and growth in the city?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

The scheme is not expected to have a big impact on the overall PRS market in Portsmouth, as it will only assist a very small percentage of the tenants securing new tenancies in the city.

How are you going to measure/check the impact of your proposal?

Not applicable.

Q8 - Who was involved in the Integrated impact assessment?

Mark Sage - Tackling Poverty Coordinator

This IIA has been approved by:

James Hill, Director of Housing, Neighbourhood and Building Services

Contact number:

023 9283 4111

Date:

16 January 2020

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Agenda Item 5

Agenda item:

Title of meeting: Housing Cabinet

Date of meeting: 27th January 2020

Subject: COUNCIL HOUSING BUDGET 2020/21

Report by: Director of Housing, Neighbourhood and Building Services
Director of Finance and Resources

Wards affected: ALL wards

Key decision: Yes

Full Council decision: No

1. Purpose of report

- 1.1 The law requires that all income and expenditure relating to Council Housing is accounted for separately in the Housing Revenue Account (HRA). All other Council income and expenditure is accounted for together in a separate account called the General Fund. This report deals solely with the HRA.
- 1.2 The City Council has delegated the function of setting rents, charges and revenue budgets for Council Housing to the Cabinet Member for Housing. Following consultation with residents and leaseholders this report seeks to deal with all HRA budget issues.
- 1.3 The purpose of this report is to seek the Cabinet Member's decisions on Council Housing budgets, rents and other charges and to give authority for managers to incur expenditure in 2020/21.
- 1.4 The report also seeks to:
 - Approve the Revised Revenue budget 2019/20 and give authority to the Director Housing, Neighbourhood and Building Services & the Director of Finance and Resources, to amend the budgets to reflect the latest available information prior to finalising budgets for 2019/20.
 - Note the forecast Revenue Budgets for 2021/22 to 2022/23 arising from the proposals set out in this report
 - Set rents in accordance with Central Government's social rent setting policy.

2. Recommendations

It is recommended that the Cabinet Member for Housing approve the following:

- (i) The Revised Budget as set out at Appendix 3.
- (ii) All rents and charges to be effective from 1st April 2020 or such other date as determined by the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources.
- (iii) Dwelling Rents for 2020/21 to be set in accordance with Central Government's Social Rent Policy.
- (iv) General Service charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 5.
- (v) Sheltered Housing Service charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 6.
- (vi) Laundry charges for 2020/21 to be set at this meeting as set out in this report, and in accordance with Appendix 7.
- (vii) Heating charges to be set in accordance with Appendix 8.
- (viii) Garages and parking site rents as shown in Appendix 9 be approved and authority to let garages at reduced rents where demand is low be delegated to the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources.
- (ix) Revenue Budget 2020/21 as set out in Appendix 3 be approved and authority given to the Director of Housing, Neighbourhood and Building Services in consultation with the Director of Finance and Resources to amend the budgets to reflect the latest available information prior to finalising budgets for 2020/21.
- (x) The relevant Managers be authorised to incur expenditure in 2020/21.
- (xi) The forecast Revenue Budgets for 2021/22 to 2022/23 as set out in Appendix 3 arising from the proposals contained in this report, be noted.

3. Housing Policy Changes 2020/21

HRA Dwelling Rents

- 3.1 The Government made a commitment in the Summer 2015 Budget to reduce social rents by 1% a year for four years from April 2016, 2019/20 was the last year that this was imposed. Since the start of this initiative through to 2019/20 this has reduced Dwelling Rental income by almost £2.5m per annum. During this time the cost of maintaining and operating the Housing Revenue Account stock has been increasing in line with inflation. This has added additional financial pressure on the Housing Revenue Account, consequently the Director for Housing, Neighbourhood Services and Building has reviewed the running costs and income opportunities available to provide a sustainable financial plan moving forward.
- 3.2 As a result of this the annual reduction in rents, Dwelling Rent income is £4m lower than it was in 2016. This has resulted in a real terms reduction of £12m in Dwelling Rents since the reform came in.
- 3.3 From 2020/21 the decision to increase rents has passed back to Local Authorities that operate a Housing Revenue Account. The Council has the option to increase rents by the increase in the Consumer Price Index (CPI) plus 1%. This is the case for to the financial year 2025/26.

HRA Borrowing Cap

- 3.4 In the 2018 Autumn Budget the Government announced that the limit of indebtedness would be lifted with immediate effect from all Local authorities who operate a Housing Revenue Account. Previously the Council was limited on the amount of borrowing that it could incur in the Housing Revenue Account, for Portsmouth this was limited to £181m. This presented a problem for the Council as it was unable to invest in larger scale developments and instead had to rely on bidding for additional borrowing.
- 3.5 Whilst the Council welcomes this additional flexibility it has to ensure that any borrowing that it undertakes is not taken at the detriment of the Housing Revenue Account. The Council will seek to identify developments where rental income can meet the cost of any additional borrowing and maintenance of the asset, acting prudently and ensuring the sustainability of the HRA over the medium to longer term.

4 Proposed Rents and Charges for 2020/21

Dwelling Rents

- 4.1 In accordance with the rent policy, it is proposed to increase Dwelling Rents from an average of £84.85 per week, to £87.07 per week, as summarised in Appendix 4. This is in line with the maximum amount that the Council can increase rents which is CPI plus 1%. The reference date for CPI inflation is

September 2019 where CPI was 1.7%, and therefore it is proposed that average rents increase by 2.7% in 2020/21.

General Service Charges

- 4.2 General Service charges are made to all tenants and relate to the provision of a number of different services, including the Estate Services Officers, Anti-Social Behaviour team, the Green and Clean Service and Residents Development Team. In general, a lower rate is charged to tenants living in houses and bungalows, and a higher rate to those who receive additional services in flats and maisonettes.
- 4.3 The charges made to tenants for these services cannot exceed the cost of providing them and, as a result, it is proposed to continue to set charges that meet the full cost of the services in 2020/21.
- 4.4 The proposed charges for 2020/21 are shown in Appendix 5 and summarised as follows:

Category	2019/20 General Service Charge (per week)	2020/21 General Service Charge (per week)
Low Rate	£6.16	£6.30
High Rate	£14.98	£15.26

Sheltered Housing Charges

- 4.5 Sheltered Housing is intended to meet the needs of residents who require support to live independently. There are three levels of service, each with increasing levels of need and support: Category 1, Category 2 and Category 2.5. Sheltered Housing was set up originally on the basis that the extra costs of providing the service, over and above those arising from normal Council Housing provision, would be recovered from the tenants in Sheltered Housing via a "Combined Sheltered Housing Service Charge". The Combined Sheltered Housing Service Charge is made up of a landlord related charge which is eligible for Housing Benefits, and a care related charge, which is not eligible for Housing Benefits but is part funded through Supporting People Grant.
- 4.6 The proposals for 2020/21 are shown below, with a more detailed breakdown of these charges in Appendix 6.

Category	2019/20 Combined Sheltered Housing Charges (per week)	2020/2021 Combined Sheltered Housing Charges (per week)
Cat 1	£15.54	£16.10
Cat 2	£49.14	£51.10
Cat 2.5	£86.38	£89.60

Laundry Charges

4.7 The Council provides a number of laundry facilities that operate from within blocks and sheltered housing schemes. Although the charges for both washing and drying facilities are reviewed each year, they continue to remain much lower than the commercial market price. In addition, following a review of the cost of running the service, the Council are content that the current charges are sufficient to recover the cost of running the service, and no cross subsidy exists.

4.8 Therefore the Council are recommending that these charges do not increase in 2020/21. The proposed charges will remain as follows:

Token Type	2019/20 Laundry Token Charge	2020/21 Laundry Token Charge
Wash	£2.00	£2.00
Dry	£1.50	£1.50

Heating Charges

4.9 Heating charge calculations are based on the usage data from previous years. This data is used to calculate the estimated cost of heating the relevant dwellings.

4.10 The Building Services team continue to undertake work to both reduce energy consumption and negotiate better tariffs with our energy providers. This proactive approach has resulted in the heating charge remaining static in recent years. The Council needs to ensure that it fully recovers the cost of Heating on a full cost basis. However, the Council's Building Service team has been able to negotiate a fixed price for 2020/21 which means that it does not propose to increase the amount it charges to residents in the New Year.

4.11 Appendix 8 breaks down the proposed charges for 2020/21.

Garages and Parking Sites

4.12 The way that the HRA garages and parking sites are marketed and managed continues to evolve in response to changes in demand whilst maintaining the underlying Budget Principle to “Get the best return possible from non-core activities”. Income is still rising steadily, although charges still remain very competitive when compared to other parking providers in the City and Leigh Park.

4.13 It is proposed that the 2020/21 budget continues to assist the marketing of the park and ride scheme, by offering 'local/non-local' parking rates. Whilst maintaining the ethos of charging more for high-demand areas, all parking spaces irrespective of location will be charged at two rates, a lower rate for those people who live near to where they park, and a higher rate for those who do not live within easy walking distance from where they park. This aims to encourage those who drive into the city to consider using the Council’s park and ride facility.

4.14 The proposal is therefore to increase the cost of a non-local parking and garage permit by 5%. The Local rate is proposed to be increased by CPI at 1.7% in all areas.

4.15 A summary of the proposed charges for next year can be found in Appendix 9. It is recommended that authority to let garages at reduced rents where demand is low be delegated to the Director of Housing Neighbourhood and Building Services in consultation with the Director of Finance and Resources.

5 Budget for next year 2020/21

5.1 The budget sheets attached at Appendix 3 show the forecast outturn position for 2019/20 as well as the proposed budget for 2020/21. Also shown are the forecast budgets through to 2022/23.

5.2 The 2020/21 Housing Revenue budget assumes that there will be an in year deficit of £1.2m, this deficit is proposed to be met from the specific Housing Revenue Account ring fenced reserve.

6 Future years budgets and the level of balances

6.1 The law requires that a budget be set to avoid a deficit on the council housing account (Housing Revenue Account). It is forecast that the level of balances will be approximately £19.5 million at 31st March 2021, excluding earmarked capital reserves.

- 6.2 When setting a new budget the Council must consider the effect on the Housing Revenue Account's 30 year business plan. The current reserve is sufficient to meet the ongoing commitments in the short to medium term, however the Director of Housing, Neighbourhood and Building Services is working through ways in which to reduce and eradicate the current in year deficit continuing in future years.

7 Authority to incur revenue expenditure

- 7.1 It is recommended that Directors and their service managers be authorised to incur expenditure in accordance with the City Council Constitution. The only exceptions would be those items Members consider should be the subject of a separate report before expenditure is incurred.

8 Duty to involve - Resident involvement in the budget process

- 8.1 Consultation meetings have been held with resident groups in the City, where the proposals set out in this report were discussed, including the proposals for rents, service charges etc. and other proposed charges as shown on the attached Appendices 4 to 9.

- 8.2 In addition to obtaining feedback from these meetings, a consultation supplement was published with the December edition of Husetalk magazine, which aimed to inform all residents and leaseholders of the issues, and encouraged them to respond with their views on the matters raised.

- 8.3 The Council's Finance Team attended the Residents Consortium meeting in November & December 2019 as well as January 2020 to set out the proposals and to ask for feedback from residents around the proposed new charges. Due to the Council being in purdah as a result of the 2019 General Election the Cabinet Member and other Councillors were not permitted to attend the meetings in 2019. The Cabinet Member had been made aware of the details of residents' responses and reviewed the feedback from the Husetalk supplement in time to take them into account when proposing the recommendations at this meeting.

- 8.4 Both the Director of Housing, Neighbourhood and Building Services and the Director of Finance and Resources would like to place on record their thanks for the continued support and contribution given by our resident representatives, tenants and leaseholders.

9. Reasons for recommendations

- 9.1 To set budgets, rents and charges for council housing for 2019/20 (revised) and 2020/21 at levels that are sufficient to provide decent accommodation and good quality services whilst maintaining financial sustainability and resilience.

10. Integrated impact assessment (IIA)

- 10.1 An integrated impact assessment has been completed and is attached at Appendix 10.
- 10.2 The assessment identifies no negative impacts associated with any of the options outlined.

11. Legal Implications

- 11.1 The body of the report contains a discussion of the key legal issues, and the Council is empowered to approve the recommendations.

12. Director of Finance comments

- 12.1 The Director of Finance and Resources has been consulted and is in agreement with the recommendations to this report.

Signed by:

.....
James Hill – Director of Housing, Neighbourhood and Building Services

.....
Chris Ward – Director of Finance and Resources

Appendices:

- 1 Council Housing Accounts – The Law
- 2 Budget Principles 2019/20 – 2022/23
- 3 Revenue budget sheets 2019/20 to 2022/23
- 4 Average Rents 2020/21
- 5 General Service Charges 2020/21
- 6 Sheltered Housing Charges 2020/21
- 7 Laundry Charges 2020/21
- 8 Heating Charges 2020/21

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
1 Budget files	Housing and Regeneration Finance

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:

COUNCIL HOUSING ACCOUNTS - THE LAW

The Council Housing accounts are termed the "Housing Revenue Account" in the following notes. The rest of the City Council's accounts are termed the "General Fund".

LOCAL GOVERNMENT AND HOUSING ACT 1989

This Act has provided the main framework for Housing Finance since 1 April 1990. In summary the Housing Revenue Account provisions are as follows:

- 1 Local Housing Authorities must keep a separate Housing Revenue Account (HRA).
- 2 Amounts to be credited or debited to the Housing Revenue Account can only be in respect of items detailed in the Act or covered by regulations issued by the Secretary of State.
- 3 Budgets must be prepared each year for the Housing Revenue Account which will avoid a debit balance on the account. Action must be taken if in any year it appears a debit balance may arise.
- 4 An authority should maintain a separate Housing Repairs Account.
- 5 A transfer must be made between the General Fund and the Housing Revenue Account in respect of amenities provided by the Housing Revenue Account but shared by the whole community.
- 6 With the exception of 5 above no contribution can be made by the General Fund to the Housing Revenue Account except for certain items detailed in regulations issued by the Secretary of State.

In addition, the Act provides the main framework for the Capital Finance of Local Authorities

LEASEHOLD REFORM, HOUSING & URBAN DEVELOPMENT ACT 1993

The above Act came into force in 1993 and gave Housing Authorities the power to provide Welfare Services and to account for them within either the Housing Revenue Account or the General Fund at the Authorities discretion.

The Act also gave the Secretary of State wide powers to amend this provision and regulations have been made which prevent "personal services" such as regular feeding or bathing or cooking of meals from being accounted for within the Housing Revenue Account. Accordingly the net costs relating to the element of personal services provided by staff in sheltered accommodation are funded by the General Fund.

BUDGET PRINCIPLES 2015/16 to 2020/21

Budgets to be driven by PCC Strategies to meet Corporate Priorities with particular emphasis on all forms of regeneration & creation of sustainable communities to achieve safe, secure, independent & healthy living for our residents, tenants & leaseholders with increased economic well-being, including the following:

- Offering access to respite care and other support for carers and service users
- Assessing individuals needs and developing care/support to those needs
- Contributing to effective rehabilitation for people leaving hospital
- Enabling and contributing to the provision of good quality low cost homes with well-planned infrastructure
- Delivering and promoting high quality house design combined with exceptional environmental performance.
- Tackling fuel poverty
- Working to reduce carbon emissions and to eliminate negative environmental impacts from all areas of work.

Budgets to be prepared in consultation with residents, tenants & leaseholders & reflect their views

Balanced budgets to be prepared for a minimum 3 years for revenue budgets & 5 years for capital budgets

Work with suppliers & partners, particularly the Health Service, to try & co-ordinate services in the best interests of residents, tenants & leaseholders.

Support effective preventive measures wherever possible.

Maintain & improve homes by:

- Tackling disrepair in private housing to ensure vulnerable people are housed in decent homes.
- Reducing the number of unfit and inaccessible private sector homes
- Maintaining the cycle of planned external inspection & repair of council dwellings.
- Improving the quality of council dwellings and maintaining decent homes.
- Working towards a “Decent Environment” for all council dwellings.
- Improving energy efficiency and opportunities for microgeneration.
- Encouraging the reduction, reuse and recycling of materials.

Maintain high management standards for council dwellings

To set rents, charges and Council Tax charges that avoid any unreasonable burden, and remain in accordance with Government Policy.

Get the best return possible from non-core activities i.e. provision of garages and parking

Achieve continuous improvement through systems thinking methods, designing services against customer demand

Comply with the law.

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Housing Revenue Account Budget Sheets 2018/19 to 2022/23

Based on 2.7% rent increase. Figures rounded to nearest £'000 (- equals income)

Appendix 3

Description	2018/19	2019/20	2020/21	2021/22	2022/23
	Outturn	Forecast	Draft Budget	Draft Budget	Draft Budget
	£,000	Jan-20 £,000	Jan-20 £,000	Jan-20 £,000	Jan-20 £,000
EXPENDITURE					
GENERAL MANAGEMENT					
Housing Management	10,698	11,837	12,681	12,818	13,081
Admin. Buildings/Support Service Charges	3,598	3,609	3,700	3,792	3,887
Front Line Services	67	63	70	72	74
Legal Expenses	57	67	67	69	70
Insurances	388	300	300	308	315
Home Loss and Disturbance	2,331	95	45	46	47
Other General Expenses	171	286	260	267	274
Total General Management	17,311	16,257	17,123	17,372	17,748
SPECIAL MANAGEMENT					
Communal Heating	1,112	900	900	973	1,003
Communal Lighting	117	132	132	143	147
Estate Service Officers	897	967	1,010	1,030	1,050
Sheltered housing	2,731	2,814	2,972	2,940	3,013
Community Warden	487	672	650	704	722
Hub Café	68	74	46	47	48
Out of Hours	437	466	461	475	487
New Tenancy	362	406	0	0	0
Anti Social Behaviour	365	344	374	383	393
Resident Participation	544	465	432	463	475
Play Services	987	1,002	1,027	1,064	1,091
Youth Clubs	570	577	522	564	578
Community centres	186	179	110	112	115
Cleaning	3,828	3,969	4,273	4,268	4,374
Pest Eradication	95	106	90	92	95
Grounds Maintenance & Open Spaces	1,601	1,613	1,560	1,660	1,702
TV Relay	4	6	6	6	6
Insurance of Flats	88	100	100	103	105
Centralised Communication	62	73	72	74	76
Landport Community Garden (HRA)	1	41	44	46	47
Total Special Management	14,543	14,906	14,781	15,147	15,527
OTHER EXPENDITURE					
Repairs & maintenance	23,522	24,500	24,500	24,500	24,500
Rent, Rates, Taxes and Other Charges	664	456	450	461	473
Rent Rebates Limitation	0	0	0	0	0
Bad Debt provisions	52	732	732	732	732
Supporting People Benefit	470	471	472	483	495
Healthcare Properties	0	0	0	0	0
Supported living properties	159	144	132	135	139
Non-HRA Dwelling Expenditure	38	161	77	79	81
Debt Management Costs	75	70	70	72	74
Major Repairs Allowance/ Depreciation	22,002	22,195	23,426	24,772	26,747
Savings	0	0	0	0	0
RCCO Capital spending HRA Dwellings	346	0	0	297	297
Contingency Provision	12	100	100	100	100
City Government	207	230	230	236	242
Interest Payable	5,964	6,200	6,185	6,004	5,912
Premium on Loans	215	209	207	205	203
Repayment of debt	0	0	0	2,954	2,954
Depreciation on other HRA assets	0	0	0	0	0
Impairment	-0	0	0	0	0
Year end pension adjustment	-1,203	-2,025	-1,999	-1,970	-1,990
Investment properties revaluation	-87	0	0	0	0
Accumulated absences	130	0	0	0	0
Total Other Expenditure	52,567	53,428	54,582	59,060	60,958
SUMMARY OF EXPENDITURE					

Description	2018/19 Outturn	2019/20 Forecast	2020/21 Draft Budget	2021/22 Draft Budget	2022/23 Draft Budget
General Management	17,311	16,257	17,123	17,372	17,748
Special Management	14,543	14,906	14,781	15,147	15,527
Other Expenditure	52,567	53,443	54,582	59,060	60,958
TOTAL EXPENDITURE	84,421	84,606	86,486	91,579	94,233

Description	2018/19 Outturn	2019/20 Forecast	2020/21 Draft Budget	2021/22 Draft Budget	2022/23 Draft Budget
INCOME					
Government Grants					
Supporting People Sheltered Housing Grant	-250	-150	-150	-150	-150
Rents					
Dwellings - Rent less void	-61,282	-63,750	-65,022	-66,973	-68,981
Garages, Parking sites	-2,064	-2,080	-2,096	-2,158	-2,223
Shops	-946	-1,020	-1,020	-1,050	-1,082
Land Rents	-112	-100	-100	-103	-106
Fees and Charges					
General Charge	-8,660	-9,011	-9,067	-9,294	-9,526
Heating Charges	-352	-560	-560	-606	-624
Sheltered Housing Service Charge	-2,013	-2,153	-2,243	-2,299	-2,357
Supporting People Service Charge	-548	-593	-590	-604	-620
Collection of Council Tax Income	-86	-94	-94	-99	-104
Sale of Electricity	-261	-182	-190	-194	-199
Other Commercial Property income	-55	-19	-19	-20	-20
L/H Charges for Services & Facilities	-1,854	-1,894	-1,951	-1,970	-1,990
Other Charges for Services & Facilities	-801	-385	-388	-398	-408
Supported Living (PO Box) income	-122	-124	-124	-127	-130
Supported living properties income	-554	-641	-610	-628	-647
Ebay sales of unclaimed items from tenants	0	0	0	0	0
Recharges to other services					
SS Wardens Welfare & Sheltered Costs	-163	-163	-167	-170	-175
Contribution fr HGF - Shared Amenities	-366	-373	-374	-383	-393
Interest	-383	-440	-483	-490	-480
TOTAL INCOME	-80,873	-83,732	-85,248	-87,716	-90,215
SUMMARY OF HRA					
Total Expenditure	84,421	84,606	86,486	91,579	94,233
Total Income	-80,873	-83,732	-85,248	-87,716	-90,215
Deficit (Surplus) for the year	3,548	874	1,238	3,863	4,018
BALANCE OF HRA					
General Balance					
Balance at 1st April	-25,128	-21,580	-20,706	-19,468	-15,606
Less Deficit or Add (Surplus)	3,548	874	1,238	3,863	4,018
Balance at 31st March - General	-21,580	-20,706	-19,468	-15,606	-11,587

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Average Rents 2020/21

Appendix 4

Existing HRA dwelling stock									
Property type	Number of bedrooms								
	0	1	2	3	4	5	6	7	Total
Bedsit / Studio	391	4							395
Bungalow	1	189	13	14					217
Flat		3,987	3,332	570	21	2			7,912
House		1	1,196	2,565	325	30	2	1	4,120
Maisonette		6	541	1,324	23	4			1,898
Supported Living	47	47							94
Grand Total	439	4,234	5,082	4,473	369	36	2	1	14,636

Average rents in 2020/21 when increased by 2.7%									
Property type	Number of bedrooms								
	0	1	2	3	4	5	6	7	Overall Average
Bedsit / Studio	67.67	70.49							67.70
Bungalow	76.02	83.12	94.51	101.88					84.98
Flat		76.90	84.84	94.55	96.72	101.22			81.27
House		83.30	91.36	100.15	111.51	115.39	179.83	174.16	98.66
Maisonette		100.19	84.07	92.02	99.22	104.34			89.89
Supported living	94.27	100.34							97.31
Average	70.54	76.90	86.31	97.03	109.90	113.37	179.83	174.16	87.07

Rent increases (£) in 2020/21 when 2019/20 rents increased by 2.7%									
Property type	Number of bedrooms								
	0	1	2	3	4	5	6	7	Overall Average
Bedsit / Studio	1.70	1.79							1.70
Bungalow	1.96	2.12	2.40	2.57					2.16
Flat		1.93	2.17	2.41	2.49	2.59			2.07
House		2.10	2.33	2.56	2.87	2.97	4.62	4.48	2.52
Maisonette		2.61	2.14	2.34	2.54	2.66			2.29
Supported living	2.44	2.58							2.51
Average	1.78	1.95	2.20	2.48	2.83	2.92	4.62	4.48	2.22

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General Service Charges 2020/21

General Service Charges

Charge description	19/20 weekly charge £	20/21 weekly charge £	Change £	Change %
Lower Service Charge :	6.16	6.30	0.14	2.3%
Higher Service Charge :	14.98	15.26	0.28	1.9%

NOTES

General Service charges cover the following costs :

Lower Service Charge (mainly houses) :

- Anti-social Behaviour Team
- Resident Participation Service
- Money Advice Service
- Estate Services Officers
- Out of Hours Service
- Youth and Play Services

Higher Service Charge (most flats) :

- Anti-social Behaviour Team
- Resident Participation Service
- Money Advice Service
- Estate Services Officers
- Out of Hours Service
- Youth and Play Services
- Electricity for Communal Areas
- Cleaning and Bulk Refuse
- Grounds Maintenance

(Leaseholder contributions are taken into account when calculating resident General Service Charges)

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Sheltered Housing Charges 2020/21

Weekly Sheltered Housing Service Charge	2020/21 Charges					2019/20 Charges		Increase year on year	
	Sheltered Housing Service Charge	Supporting People Charges	Sheltered Housing Discount	Total protected charges (see note 1)	Total unprotected charges	Protected	Not Protected	Protected	Not Protected
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p

Proposed Charges for 2016/17									
Category 1	12.18	3.92	(6.77)	9.33	16.10	9.17	15.54	0.16	0.56
Category 2	38.36	12.74	(2.30)	48.80	51.10	47.98	49.14	0.82	1.96
Category 2.5	73.36	16.24	(22.94)	66.66	89.60	65.55	86.38	1.11	3.22

NOTES

- 1 Tenants who don't qualify for Housing Benefit but were in their tenancy at 1st March 2003 should pay no more in total for both the Supporting People & Sheltered Housing Service Charge than the amount they pay now plus an allowance for inflation. They will therefore have a credit posted to their accounts that reduces the full SP charge down to the protected level.

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Laundry Charges 2020/21

Current laundry charges

<i>Year</i>	Charge for wash	Charge for dry
2019/20	£2.00	£1.50

Proposed Laundry Charges for Full Cost Recovery

<i>Year</i>	Charge for wash	Charge for dry	£ Increase Wash	£ Increase dry	Deficit
2020/21	£2.00	£1.50	£0.00	£0.00	£0

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Heating Charges 2020/21
WEEKLY HEATING CHARGES

Electric Heating

EDGBASTON HOUSE
TIPTON HOUSE

1 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
9.55	9.55	0.00	0.0%
9.55	9.55	0.00	0.0%

2 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
13.24	13.24	0.00	0.0%
13.24	13.24	0.00	0.0%

Gas Heating

Sheltered Housing

ARTHUR DANN COURT
HALE COURT*
IAN GIBSON COURT
JOHN MARSHALL COURT
NICHOLSON GARDENS

BEDSITS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	%
6.62	6.62	0.00	0.0%
6.01	6.01	0.00	0.0%

1 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
9.09	9.09	0.00	0.0%
8.16	8.16	0.00	0.0%
8.16	8.16	0.00	0.0%
6.93	6.93	0.00	0.0%
9.39	9.39	0.00	0.0%

2 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
10.47	10.47	0.00	0.0%
10.32	10.32	0.00	0.0%
9.09	9.09	0.00	0.0%
9.86	9.86	0.00	0.0%
18.33	18.33	0.00	0.0%

3 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
15.55	15.55	0.00	0.0%
10.32	10.32	0.00	0.0%

*This property will be receiving individual meters.

Combined Heat & Power

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PICKWICK/COPPERFIELD
WELLER & CHEERYBLE
BLACKWOOD/BRISBANE
NICKLEBY/BARKIS HSE

BEDSITS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	%
7.55	7.55	0.00	0.0%

1 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
8.32	8.32	0.00	0.0%
8.32	8.32	0.00	0.0%
8.32	8.32	0.00	0.0%

2 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
10.78	10.78	0.00	0.0%
10.78	10.78	0.00	0.0%
10.78	10.78	0.00	0.0%
10.78	10.78	0.00	0.0%

3 BED DWELLINGS

Current weekly charge	Proposed weekly charge	Increase / Decrease	%
2019/20 £	2020/21 £	£	
12.63	12.63	0.00	0.0%
12.63	12.63	0.00	0.0%

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Proposed weekly rents for garages and parking sites	2019/20 weekly rent	2020/21 weekly rent	£ Change	% Change
Proposed weekly garage rents	£ p	£ p	£ p	%
Buckland				
Local Tenant / Leaseholder	14.44	14.69	0.25	1.7%
Other Locals (including VAT)	17.33	17.62	0.29	1.7%
Non-Local Tenant / Leaseholder (including VAT)	20.92	21.97	1.05	5.0%
Other Non-Locals (including VAT)	20.92	21.97	1.05	5.0%
Landport				
Local Tenant / Leaseholder	14.69	14.94	0.25	1.7%
Other Locals (including VAT)	17.62	17.93	0.31	1.7%
Non-Local Tenant / Leaseholder (including VAT)	22.76	23.90	1.14	5.0%
Other Non-Locals (including VAT)	22.76	23.90	1.14	5.0%
Leigh Park				
Local Tenant / Leaseholder	11.30	11.49	0.19	1.7%
Other Locals (including VAT)	13.56	13.79	0.23	1.7%
Non-Local Tenant / Leaseholder (including VAT)	13.56	13.79	0.23	1.7%
Other Non-Locals (including VAT)	13.56	13.79	0.23	1.7%
Paulsgrove				
Local Tenant / Leaseholder	11.30	11.49	0.19	1.7%
Other Locals (including VAT)	13.56	13.79	0.23	1.7%
Non-Local Tenant / Leaseholder (including VAT)	15.47	15.73	0.26	1.7%
Other Non-Locals (including VAT)	15.47	15.73	0.26	1.7%
City South				
Local Tenant / Leaseholder	15.20	15.46	0.26	1.7%
Other Locals (including VAT)	18.24	18.55	0.31	1.7%
Non-Local Tenant / Leaseholder	23.96	25.16	1.20	5.0%
Other Non-Locals (including VAT)	23.96	25.16	1.20	5.0%
Portsea				
Local Tenant / Leaseholder	15.71	15.98	0.27	1.7%
Other Locals (including VAT)	18.85	19.17	0.32	1.7%
Non-Local Tenant / Leaseholder (including VAT)	27.13	28.49	1.36	5.0%
Other Non-Locals (including VAT)	27.13	28.49	1.36	5.0%
Leasehold & Commercial				
Local Tenant / Leaseholder	15.20	15.46	0.26	1.7%
Other Locals (including VAT)	18.24	18.55	0.31	1.7%
Non-Local Tenant / Leaseholder (including VAT)	22.61	22.99	0.38	1.7%
Other Non-Locals (including VAT)	22.61	22.99	0.38	1.7%

Proposed weekly rents for garages and parking sites	2019/20 weekly rent	2020/21 weekly rent	£ Change	% Change
<u>Proposed weekly parking site rents</u>				
<u>Buckland</u>				
Underground for local tenants / leaseholders	5.15	5.24	0.09	1.7%
Underground for other locals (including VAT)	6.18	6.29	0.11	1.8%
Underground for non-local tenants / leaseholders (including VAT)	16.85	17.69	0.84	5.0%
Underground for other non-locals (including VAT)	16.85	17.69	0.84	5.0%
Above ground for local tenants / leaseholders	3.89	3.96	0.07	1.8%
Above ground for other locals (including VAT)	4.67	4.75	0.08	1.7%
Above ground for non-local tenants / leaseholders (including VAT)	11.45	12.02	0.57	5.0%
Above ground for other non-locals (including VAT)	11.45	12.02	0.57	5.0%
<u>City South</u>				
Underground for local tenants / leaseholders	5.49	5.58	0.09	1.6%
Underground for other locals (including VAT)	6.59	6.70	0.11	1.6%
Underground for non-local tenants / leaseholders (including VAT)	17.14	18.00	0.86	5.0%
Underground for other non-locals (including VAT)	17.14	18.00	0.86	5.0%
Open air spaces for local tenants / leaseholders	3.95	4.02	0.07	1.8%
Open air spaces other locals (including VAT)	4.74	4.82	0.08	1.8%
Open air spaces for non-local tenants / leaseholders (including VAT)	11.65	12.23	0.58	5.0%
Open air spaces other non-locals (including VAT)	11.65	12.23	0.58	5.0%
<u>Landport</u>				
Above ground for local tenants / leaseholders	3.95	4.02	0.07	1.8%
Above ground for other locals (including VAT)	4.74	4.82	0.08	1.8%
Above ground for non-local tenants / leaseholders (including VAT)	12.47	13.09	0.62	5.0%
Above ground for other non-locals (including VAT)	12.47	13.09	0.62	5.0%
<u>Leigh Park</u>				
Above ground for local tenants / leaseholders	2.07	2.11	0.04	1.9%
Above ground for other locals (including VAT)	2.49	2.53	0.04	1.7%
Above ground for non-local tenants / leaseholders (including VAT)	4.92	5.00	0.08	1.7%
Above ground for other non-locals (including VAT)	4.92	5.00	0.08	1.7%
<u>Paulsgrove</u>				
Above ground for local tenants / leaseholders	2.07	2.11	0.04	1.9%
Above ground for other locals (including VAT)	2.49	2.53	0.04	1.7%
Above ground for non-local tenants / leaseholders (including VAT)	5.36	5.45	0.09	1.6%
Above ground for other non-locals (including VAT)	5.36	5.45	0.09	1.6%
<u>Portsea</u>				
Underground for local tenants / leaseholders	5.80	5.90	0.10	1.7%
Underground for other locals (including VAT)	6.96	7.08	0.12	1.7%
Underground for non-local tenants / leaseholders (including VAT)	18.35	19.27	0.92	5.0%
Underground for other non-locals (including VAT)	18.35	19.27	0.92	5.0%
Above ground for local tenants / leaseholders	4.21	4.28	0.07	1.7%
Above ground for other locals (including VAT)	5.05	5.14	0.09	1.7%
Above ground for non-local tenants / leaseholders (including VAT)	12.47	13.09	0.62	5.0%
Above ground for other non-locals (including VAT)	12.47	13.09	0.62	5.0%

Integrated Impact Assessment (IIA)

Integrated impact assessment (IIA) form December 2019

www.portsmouth.gov.uk

The integrated impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies that could impact positively or negatively on the following areas:
 - Communities and safety
 - Regeneration and culture
 - Environment and public space
 - Equality & - Diversity - This can be found in Section A5

Directorate:

Housing Neighbourhood and Building Services

Service, function:

Housing

Title of policy, service, function, project or strategy (new or old) :

COUNCIL HOUSING BUDGET 2020/21

Type of policy, service, function, project or strategy:

- Existing
- New / proposed
- Changed

What is the aim of your policy, service, function, project or strategy?

To gain approval for the Housing revenue Account Budget for 2020/21 and to agree charges to be levied to resident from 1st April 2020.

Has any consultation been undertaken for this proposal? What were the outcomes of the consultations? Has anything changed because of the consultation? Did this inform your proposal?

Yes, and the details of which are contained within the body of the report.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A1-Crime - Will it make our city safer?

In thinking about this question:

- How will it reduce crime, disorder, ASB and the fear of crime?
- How will it prevent the misuse of drugs, alcohol and other substances?
- How will it protect and support young people at risk of harm?
- How will it discourage re-offending?

If you want more information contact Lisa.Wills@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-spp-plan-2018-20.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How will you measure/check the impact of your proposal?
Not Applicable

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A2-Housing - Will it provide good quality homes?

In thinking about this question:

- How will it increase good quality affordable housing, including social housing?
- How will it reduce the number of poor quality homes and accommodation?
- How will it produce well-insulated and sustainable buildings?
- How will it provide a mix of housing for different groups and needs?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

The financial stability and ongoing fiduciary policy will ensure that the Council are able to maintain its current social housing stock and associated services.

How are you going to measure/check the impact of your proposal?

The report sets out a budget and this will be monitored throughout the year.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A3-Health - Will this help promote healthy, safe and independent living?

In thinking about this question:

- How will it improve physical and mental health?
- How will it improve quality of life?
- How will it encourage healthy lifestyle choices?
- How will it create healthy places? (Including workplaces)

If you want more information contact Dominique.Letouze@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cons-114.86-health-and-wellbeing-strategy-proof-2.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?

Not Applicable

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A4-Income deprivation and poverty-Will it consider income deprivation and reduce poverty?

In thinking about this question:

- How will it support those vulnerable to falling into poverty; e.g., single working age adults and lone parent households?
- How will it consider low-income communities, households and individuals?
- How will it support those unable to work?
- How will it support those with no educational qualifications?

If you want more information contact Mark.Sage@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-homelessness-strategy-2018-to-2023.pdf>
<https://www.portsmouth.gov.uk/ext/health-and-care/health/joint-strategic-needs-assessment>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

When setting rents and other charges due consideration has been given to those residents to whom the charges will be levied and in particular whether these charges remain affordable particularly when considering those in receipt of Housing benefit.

How are you going to measure/check the impact of your proposal?
We have carried out an impact assessment as a result of increasing the Dwelling Rents on benefit claimants.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A5-Equality & diversity - Will it have any positive/negative impacts on the protected characteristics?



In thinking about this question:

- How will it impact on the protected characteristics-Positive or negative impact (Protected characteristics under the Equality Act 2010, Age, disability, race/ethnicity, Sexual orientation, gender reassignment, sex, religion or belief, pregnancy and maternity, marriage and civil partnership,socio-economic)
- What mitigation has been put in place to lessen any impacts or barriers removed?
- How will it help promote equality for a specific protected characteristic?

If you want more information contact gina.perryman@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-equality-strategy-2019-22-final.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?
Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B1-Carbon emissions - Will it reduce carbon emissions?

In thinking about this question:

- How will it reduce greenhouse gas emissions?
- How will it provide renewable sources of energy?
- How will it reduce the need for motorised vehicle travel?
- How will it encourage and support residents to reduce carbon emissions?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-sustainability-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?

Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B2-Energy use - Will it reduce energy use?

In thinking about this question:

- How will it reduce water consumption?
- How will it reduce electricity consumption?
- How will it reduce gas consumption?
- How will it reduce the production of waste?

If you want more information contact Triston.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

<https://democracy.portsmouth.gov.uk/documents/s24685/Home%20Energy%20Appendix%201%20-%20Energy%20and%20water%20at%20home%20-%20Strategy%202019-25.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?

Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B3 - Climate change mitigation and flooding-Will it proactively mitigate against a changing climate and flooding?

In thinking about this question:

- How will it minimise flood risk from both coastal and surface flooding in the future?
- How will it protect properties and buildings from flooding?
- How will it make local people aware of the risk from flooding?
- How will it mitigate for future changes in temperature and extreme weather events?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-surface-water-management-plan-2019.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/cou-flood-risk-management-plan.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?

Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B4-Natural environment-Will it ensure public spaces are greener, more sustainable and well-maintained?

In thinking about this question:

- How will it encourage biodiversity and protect habitats?
- How will it preserve natural sites?
- How will it conserve and enhance natural species?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-solent-recreation-mitigation-strategy-dec-17.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?

Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B5-Air quality - Will it improve air quality?



In thinking about this question:

- How will it reduce motor vehicle traffic congestion?
- How will it reduce emissions of key pollutants?
- How will it discourage the idling of motor vehicles?
- How will it reduce reliance on private car use?

If you want more information contact Hayley.Trower@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-aq-air-quality-plan-outline-business-case.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Parking charges levied to commuters have been set at a rate so that it is in line with the cost of the Park and Ride.

How are you going to measure/check the impact of your proposal?
Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B6-Transport - Will it improve road safety and transport for the whole community?



In thinking about this question:

- How will it prioritise pedestrians, cyclists and public transport users over users of private vehicles?
- How will it allocate street space to ensure children and older people can walk and cycle safely in the area?
- How will it increase the proportion of journeys made using sustainable and active transport?
- How will it reduce the risk of traffic collisions, and near misses, with pedestrians and cyclists?

If you want more information contact Pam.Turton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/travel/local-transport-plan-3>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?
Not Applicable

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B7-Waste management - Will it increase recycling and reduce the production of waste?



In thinking about this question:

- How will it reduce household waste and consumption?
- How will it increase recycling?
- How will it reduce industrial and construction waste?

If you want more information contact Steven.Russell@portsmouthcc.gov.uk or go to:

<https://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsWastePlanADOPTED.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable
How are you going to measure/check the impact of your proposal? Not Applicable

C - Regeneration of our city

Yes

No

Is your policy/proposal relevant to the following questions?

C1-Culture and heritage - Will it promote, protect and enhance our culture and heritage?

In thinking about this question:

- How will it protect areas of cultural value?
- How will it protect listed buildings?
- How will it encourage events and attractions?
- How will it make Portsmouth a city people want to live in?

If you want more information contact Claire.Looney@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?
Not Applicable

C - Regeneration of our city

Yes

No

Is your policy/proposal relevant to the following questions?

C2-Employment and opportunities - Will it promote the development of a skilled workforce?

In thinking about this question:

- How will it improve qualifications and skills for local people?
- How will it reduce unemployment?
- How will it create high quality jobs?
- How will it improve earnings?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?
Not Applicable

Is your policy/proposal relevant to the following questions?

C3 - Economy - Will it encourage businesses to invest in the city, support sustainable growth and regeneration?

In thinking about this question:

- How will it encourage the development of key industries?
- How will it improve the local economy?
- How will it create valuable employment opportunities for local people?
- How will it promote employment and growth in the city?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Not Applicable

How are you going to measure/check the impact of your proposal?
Not Applicable

Q8 - Who was involved in the Integrated impact assessment?

Wayne Layton - Finance Manager & Matt Green - Senior Accountant

This IIA has been approved by: James Hill Director of Housing, Neighbourhoods and Building Services

Contact number: 02392 834266

Date: 16/01/2020