

# Public Document Pack



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

Dear Councillor

The next meeting of the **HEALTH AND HOUSING** Committee will be held at **6.30 pm** on **THURSDAY, 17 MARCH 2022** in the **Council Chamber**.

I do hope you can be there.

Yours sincerely



CHIEF EXECUTIVE

## AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 8)
3. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS**

Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.

4. **PUBLIC PARTICIPATION**

### **ITEMS FOR DECISION**

5. **IMPROVEMENTS TO CLITHEROE MARKET** (Pages 9 - 20)  
Report of Economic Development and Planning enclosed.
6. **AFFORDABLE HOUSING COMMUTED SUMS** (Pages 21 - 28)  
Report of Director of Economic Development and Planning enclosed.
7. **HOMELESS STRATEGY 2021- 2024** (Pages 29 - 60)  
Report of Director of Economic Development and Planning enclosed.

8. **PROPOSED REVISED LANDLORD TENANT GRANT POLICY** (Pages 61 - 70)

Report of Director of Economic Development and Planning enclosed.

**ITEMS FOR INFORMATION**

9. **REVENUE MONITORING 2021-22** (Pages 71 - 78)

Report of Director of Resources enclosed.

10. **CAPITAL PROGRAMME 2022-23** (Pages 79 - 86)

Report of Director of Resources enclosed.

11. **REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

None.

12. **EXCLUSION OF PRESS AND PUBLIC**

**ITEMS FOR INFORMATION**

13. **HOUSING GRANTS UPDATE** (Pages 87 - 90)

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Report of Director of Economic Development and Planning enclosed.

Electronic agendas sent to members of Health and Housing – Councillor Mark Hindle (Chair), Councillor Jan Alcock JP, Councillor Stephen Atkinson, Councillor Ian Brown, Councillor Rosemary (Rosie) Elms, Councillor Steve Farmer, Councillor Jonathan Hill, Councillor Brian Holden (Vice-Chair), Councillor Kerry Fletcher, Councillor Ged Mirfin, Councillor Richard Newmark, Councillor Donna O'Rourke, Councillor Mary Robinson, Councillor Richard Sherras and Councillor Robin Walsh.

Contact: Democratic Services on 01200 414408 or [committee.services@ribblevalley.gov.uk](mailto:committee.services@ribblevalley.gov.uk)

## Minutes of Health and Housing

Meeting Date: Thursday, 13 January 2022, starting at 7.00 pm  
Present: Councillor B Holden

Councillors:

J Alcock	K Fletcher
I Brown	G Mirfin
S Farmer	R Newmark
J Hill	R Walsh

In attendance: Chief Executive, Head of Regeneration and Housing and Head of Financial Services

### 562 APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors S Atkinson, R Elms, M Hindle, D O'Rourke, J Schumann and R Sherras.

### 563 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 October 2021 were approved as a correct record and signed by the Chairman.

### 564 DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

### 565 PUBLIC PARTICIPATION

There was no public participation.

### 566 REVISED REVENUE BUDGET 2021/22

The Director of Resources submitted a report asking committee to agree a revised revenue budget for 2021/22 for this committee.

Committee were reminded that at this time of year the estimates are revised for the current financial year in order to predict the likely outturn on the budget. The budget this year had been particularly impacted by the Covid-19 pandemic.

Whilst committee income and expenditure may increase or decrease at the revised estimate, items such as budgeted core government funding and council tax precept remain fixed. As a result, any compensating movement is within earmarked reserves and general fund balances. Decisions and actions required as a result of committee meetings have been incorporated into the budget setting process.

Committee were informed that the difference between the revised and original estimate was a decrease in net expenditure of £342,530, or £356,470 after allowing for movements on earmarked reserves. A detailed summary of the reasons for the movements was provided for members' information.

## RESOLVED THAT COMMITTEE:

Approve the revenue revised estimate for 2021/22 as set out in the report.

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## ORIGINAL REVENUE BUDGET 2022/23

The Director of Resources submitted a report outlining the draft revenue budget for approval by committee and then consideration at Special Policy and Finance committee.

The Council's three-year budget forecast had been presented to Policy and Finance committee in September 2021 when it predicted that there would be the following budget gaps: £82k in 2022/23, £139k in 2023/24 and £230k in 2024/25, after allowing for use of general fund balances.

Since that time there had been a number of significant changes affecting the budget. These included significant rises in inflation, an increase in national insurance contributions and implementation of a new pay line. Therefore, the budget gap for 2022/23 was estimated to increase to around £497k.

The provisional local government finance settlement announced in December 2021 was for just one year, with a national increase of 6.9% in Council's core spending power in cash terms between 2021/22 and next year. This is the fourth one-year settlement in a row.

Headlines for Ribble Valley include:

- Core spending power set to increase by only 0.2% (£11,000) next year from £6.849m to £6.860m.
- Business Rate Baseline funding level is £1.354m which is the same as the current year, however £111k compensation will be received due to the loss of income received by freezing the business rate multiplier.
- An allocation of Revenue Support Grant (RSG) of £215 despite RSG increasing nationally by 3.1% for inflation.
- Rural Services Delivery Grant of £113,250 – same as the current year.
- Lower Tier Services Grant of £60,754 up from £57,696.
- A new one off 2022/23 Services Grant has been announced worth £822m in recognition of services and includes costs of the increase in NI contributions. Ribble Valley will receive £93,368.
- New Homes Bonus (NHB) – the Government have allowed a new round of NHB allocations for 2022/23 which will not attract any legacy payments. They have also allowed the one remaining legacy payment of £464k which has been allowed for. Next year there will be a payment of £741k for 2022/23 along with the legacy payment of £464k = £1.2m.
- The Lancashire Business Rate Pool has received designation to continue.
- The Council Tax can be increased by £5.

Taking these things into account reduces the budget gap from £497k to £233k.

Members were reminded that the fees and charges for this committee had been approved at their last meeting, and the consequential impact had been incorporated into the service budgets.

Once all committees had approved their detailed estimates, the overall position would be considered by the Budget Working Group and recommendations in order to produce a balanced budget would be made to Special Policy and Finance committee, before being presented to Full Council, at which point the Council Tax for 2022/23 would also be approved.

The draft proposed budget for 2022/23 was set out for each service area, built up over a number of stages including inflation, movements in expenditure, income, support services and capital, culminating in a draft original estimate.

In the original estimate for 2021/22 it was planned that this committee add £42,320 to earmarked reserves to support its expenditure in future years. It was now proposed to take £500 in 2022/23. The reason for this was outlined.

The net expenditure for this committee has increased from £1,095,450 by £50,230 to £1,145,680 after allowing for associated movements on earmarked reserves. The main reasons were summarised for committee's information.

There had also been two requests for growth items totalling £273,190. Committee were asked which they supported to be put forward for further consideration by Policy and Finance committee.

#### RESOLVED THAT COMMITTEE:

1. Approve the revenue original estimate for 2022/23 as set out in the report to be submitted to Special Policy and Finance committee, and
2. Support the following growth items
  - Alternative System for Dog Waste/Litter Bin Emptying – staff costs, fuel costs and vehicle maintenance costs - £258,190.
  - Joiners Arms Standard Fittings for Hostel Flats – furniture and fitting costs and lost rent income - £15,000.

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#### REVISED CAPITAL PROGRAMME 2021/22

The Director of Resources submitted a report asking committee to approve the 2021/22 revised estimate for this committee's capital programme.

Five capital schemes totalling £639,640 had been approved by Special Policy and Finance committee and full Council in February and March 2021 respectively. This included four new schemes and two that had been moved from the 2020/21 capital programme to the 2021/22 capital programme.

During the year there had been several budget changes resulting in a capital programme of eight schemes totalling £1,336,560. These had now been revised to reflect their progress and estimated full year expenditure for 2021/22 which resulted in a proposed revised estimate of £1,049,100, a reduction of £287,460 from the total approved budget. The reasons were highlighted for committee's information.

Of the four schemes in the proposed revised capital programme:

- Two were currently expected to be completed in-year (although one must wait for the completion of the other before work can commence), and
- The other two were ongoing grants schemes.

RESOLVED THAT COMMITTEE:

1. Approve the 2021/22 revised estimate of £1,049,100 for this committee's capital programme;
2. Approve the transfer of the following capital budgets from 202/22 to 2022/23:
  - Landlord/tenant grants - £186,740
  - Clitheroe Market Improvements - £78,600
  - Replacement of Pest Control Van PK13 FJP - £13,800
  - Replacement of Dog Warden Van PE64 EYC - £13,500
  - Joiners Arms Roof Renewal - £42,200
3. Recommend to Policy and Finance committee the approval of additional budgets on the following capital schemes in 2022/23, subject to additional funding being identified:
  - Replacement of Pest Control Van PK13 FJP - £2,200
  - Replacement of Dog Warden Van PE64 EYC - £2,500

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CAPITAL PROGRAMME REVIEW AND NEW BIDS 2022/23 TO 2026/27

The Director of Resources submitted a report asking committee to consider the future capital programme for this committee following a review of the existing capital programme with proposed amendments and the submission of new scheme bids.

For this committee there had originally been three schemes approved for the financial years 2022/23 to 2024/25, totalling £1,259,700. Following a review of these schemes an amendment was proposed to the Disabled Facilities Grants, totalling £138,000 over three years. This on-going grant scheme is included as an indicative value on the understanding that the actual scheme budget for each year would be set to match the actual Central Government grant funding received in that year. This equates to a £46,000 increase each year for 2022/23, 2023/24 and 2024/25 respectively.

New capital bids had been requested to be put forward for 2025/26 and 2026/27. For this committee there had been six new bids including one for 2022/23, totalling £2,170,740. Any bids supported by committee would be considered alongside bids from all other committee by the Budget Working Group and Policy and Finance committee.

Members were reminded of the additional revenue impact that new capital schemes would commit the council to, in particular the Alternative System for Dog Waste/Litter Bins Emptying scheme, which had recurring annual revenue costs of £258,190.

RESOLVED THAT COMMITTEE:

1. Confirm the schemes in the previously approved capital programme;
2. Request £138,000 of additional budget from Policy and Finance committee for the changed estimates on the Disabled Facilities Grants scheme between 2022/23 and 2024/25. This proposed increased budget is on the basis that it is fully financed by Central Government Disabled Facilities Grants finding each year; and
3. Approve all the new capital bids and consequential additional revenue cost for 2022/23, 2025/26 and 2026/27 to be forwarded to Policy and Finance committee to be considered as part of the Overall Capital Programme.

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## APPOINTMENT OF LOCAL AUTHORITY PROPER OFFICERS

The Chief Executive submitted a report advising committee of the transfer of health protection roles and responsibilities from Public Health England to the UK Health Security Agency (UKHSA) with effect from 1 October 2021.

He also asked for committee's approval of an amendment of the scheme of delegation regarding the appointment of 'proper officers' for the purpose of the Health Protection (Notification) Regulations 2010 ("the Regulations").

### RESOLVED THAT COMMITTEE:

Approve the authorisation of Consultants in Health Protection/Consultants in Communicable Disease Control employed by the UKHSA Northwest for the duties stated in the report to act on behalf of Ribble Valley Borough Council.

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## HOMELESSNESS - OVERVIEW

The Director of Economic Development and Planning submitted a report providing committee with a general update and overview on all the various grant awards available to the housing needs service. Endorsement was also sought for the continuation of a joint management approach of the Longridge unit of temporary accommodation at 23 Wellbrow Drive through a Licence Agreement.

The Agreement ensures all maintenance issues are still the responsibility of Onward but all rent is paid direct from Ribble Valley Borough Council and therefore any void costs must be covered by the homeless service budget. The unit is essential for addressing temporary accommodation demand in Longridge and demands are such that voids are minimal.

The report outlined the various sources of grant funding available to the Council to address homelessness issues. These included:

- Homeless Prevention Grant Winter Exceptional Top Up Allocation 21/22
- Accommodation for Offenders – MHCLG Grant
- Homeless Prevention Grant 20/21
- Rough Sleeping Initiative 20/21
- Protect and Vaccinate 2021/22 allocations

### RESOLVED THAT COMMITTEE:

1. Approve the continued use of 23 Wellbrow Drive, Longridge under a Licence Agreement;
2. Agree a total budget for the property as per Appendix 1 to recommend to next Policy and Finance committee; and
3. Note the various grant schemes available along with their limitations in terms of usage.

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## REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from representatives on outside bodies.

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#### EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the next item of business being exempt information under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

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#### GRANTS - UPDATE

The Director of Economic Development and Planning submitted a report informing members of the recent approvals for Disabled Facilities Grants and Landlord Tenant Grants.

It was noted that no new Landlord/Tenant grants had been approved since the last Committee report and that a review of the grant scheme is being undertaken and will be the subject of a future report to this Committee.

The meeting closed at 19:00

If you have any queries on these minutes please contact the committee clerk, [olwen.heap@ribblevalley.gov.uk](mailto:olwen.heap@ribblevalley.gov.uk).

## **RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE**

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meeting date: THURSDAY, 17 MARCH 2022  
title: CLITHEROE MARKET IMPROVEMENTS  
submitted by: NICOLA HOPKINS, DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
principal author: NICOLA HOPKINS, DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

### 1. PURPOSE

1.1 To consider the potential options that the Council has in undertaking further improvements to the existing Clitheroe Market.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To encourage economic development throughout the borough with a specific focus on supporting business opportunity.
- Corporate Priorities – To sustain a strong and prosperous Ribble Valley.
- Other Considerations – To develop with relevant partners, measures to support the visitor economy.

### 2. BACKGROUND

2.1 In September 2019 the Members of Health and Housing Committee considered options in respect of revamping the existing market using the existing allocated capital fund of £175,000.

2.2 The following options were considered:

- Remove the stalls from the bullring
- Rents should reflect footfall
- Sandblast the toilet/ archway building
- 1 hour free parking in the town centre
- Better weather protection
- Create a covered market

2.3 Members agreed to the following improvements all of which were actioned prior to the Covid-19 Pandemic:

- Utilise up to £65,000 of the capital funding to erect new uniform canopies on all of the cabins and hand sign paint all of the fascia signs.
- Cancel the flea market.
- Re-establish the market liaison group with the Director of Economic Development and Planning and the Head of Environmental Health Services.
- Full refurbishment of the toilets

2.4 Members also agreed to remove the stalls from the bullring (the stalls were proposed to be removed in January 2020) and purchase a small number of pop-up stalls however this action was put on hold during the pandemic.

2.5 The works which have been undertaken were seen a 'quick' wins with the intention for further suggested improvements to be brought back to Members of this Committee. This has been delayed during the pandemic however consideration of such matters can now be resumed. There is £78,600 remaining in the budget for improvements to the market.

### 3. ISSUES

3.1 Members will note that when the suggested improvements were reported to Committee in September 2019 the following constraints were associated with outdoor markets and in particular Clitheroe Market:

3.1.1 The attractiveness of out-of-town retail in respect of convenience and free parking.

3.1.2 The convenience of the one stop shop solution i.e., supermarkets.

3.1.3 The diminishing number of market traders.

3.1.4 The site is overlooked by domestic residential properties and this needs to be acknowledged in any form of development or renovation that is undertaken.

3.2 The pandemic has seen a change in customer choices with outdoor markets, in particular Clitheroe market, seeing an increase in footfall and customer spend during the pandemic. Whilst prior to the pandemic most of the stalls within the bullring were not used the reverse occurred during the pandemic with many of the stalls utilised by both the cabin holders extending their products onto this space and casual traders regularly attending the market. It is now an opportune time to respond to this change in customer behaviours.

3.3 Whilst regular face to face meetings with the traders were set up in 2019 during the pandemic these could not occur due to an inability to meet safely. The last meeting prior pandemic was held on 21<sup>st</sup> January 2020. As lock down measures eased the market trader's meetings were resumed with a meeting on 9<sup>th</sup> November 2021. This meeting was attended by 10 traders, although none of the casual traders attended, and the following matters were discussed:

- Proposals for Christmas
- Free Parking during the run up to Christmas
- Social media
- General maintenance works including the poor state of the surface materials and the bull ring
- Boarding for the bull ring stalls
- Lighting issues
- Signage

3.4 Following the meeting a Christmas Tree and lights were purchased for the market. A formal event was arranged in which the both the Borough Mayor and Town Mayor switched on the lights. This was funded by the Welcome Back Fund. Temporary boarding has been erected at the rear of some of the bull ring stalls to assist with weather proofing.

3.5 The intention was to set the meeting dates for the traders, including the casual traders, in the diary for the next year however the Omicron variant delayed arranging these meetings until it was safer for numerous traders to meet in person again.

3.6 Following the easing of all measures a meeting was held with the traders on Tuesday 1<sup>st</sup> March. The minutes of the meeting including the actions which have occurred subsequently are contained at Appendix 1.

### 4. WAY FORWARD

4.1 The Bullring area is seen as a key area for future improvements as this is the only action not completed following the resolution of Members in September 2019. The following suggestions are proposed:

## *Bullring Area*

- 4.2 Whilst the existing stalls saw an increased amount of usage during the height of the pandemic, they still create a poor impression of the town's outdoor market particularly when viewed from Station Road and on non-market days.
- 4.3 Members agreed to remove all the bullring stalls in September 2019 however this approach has been reconsidered to accommodate traders who have regularly attended the market over the past two years. Rather than a blanket removal of all the stalls Members are asked to consider whether improving the visual appearance of several of the existing stalls is acceptable. The initial thought was to improve the appearance of several of the stalls parallel to the cabins and around part of the curve of the bullring (Appendix 2- edged blue) and remove the remaining (Appendix 2- highlighted red).
- 4.4 However, after the discussion with the traders it was identified that the middle stalls are the ones mainly used and act as a wind defence for the cabins. As such it is proposed to improve the appearance of the parallel stalls (Appendix 3- edged green), the central stalls (Appendix 3- edged blue) and removed the stalls on the bull ring curve (Appendix 3- highlighted red).
- 4.5 The initial option was to improve the stalls by utilising the existing metal framework and cladding it with timber boarding and replacement roofing to create an improved permanent visual appearance with weather proofed stalls (see attached picture- Appendix 4). However, on reflection the estimated cost of undertaking this work (the estimate in 2020 was £8000 for the triple stall (Appendix 3- edged green)) along with the necessary removal of stalls (approximately £4,500) and electrical installation (approximately £4350) considering the central stalls will need to be reconfigured to enable them to be clad in timber and steel fabricators will need to alter the existing structures to enable doors to be inserted results in a costly exercise.
- 4.6 The other option would be to take down all the existing stalls, sell them for scrap metal and purchase new timber market cabins to be configured in the central part of the bull ring and the area parallel to the cabins (as this also acts as a wind break). Basically, replacing the identified stalls to be improved at para 4.4 with new cabins. If Members would like Officers to explore this idea several companies, who supply such cabins (examples detailed at Appendix 5), can be contacted to seek quotes and advise on the most suitable layout within our market. This would be reported to a subsequent Committee along with details of the costs of the electrical install requirements.
- 4.7 The casual traders who have regularly attended the market and the existing cabin holders would be approached to establish whether they would be interested in renting one of the improved/ new stalls on a more permanent basis (enter a more formal market tenancy arrangement) for a weekly fee. The current fees are attached at Appendix 6 and it is suggested that the fee for these improved stalls would be £40 a week.
- 4.8 Members should note that none of the stalls will be removed until after the food festival as these stalls will be used during the food festival so there is some time to consider the best option for these market improvements.
- 4.9 Opening up space within the bullring will provide space for more temporary events/ provide space for casual traders to bring their own stalls and utilise the space. This will enable full consideration of a suitable surface for the areas of the bullring, which has been identified as being in a poor state and open the space for seating areas to support the existing and future traders.

### *Welcome Back Fund*

- 4.10 As set out above part of this fund was used to support the Christmas Tree Light switch on event in the market. As we move out of Covid restrictions at the recent market traders meeting a promotional event utilising some of this funding was discussed. Four temporary market stalls have been purchased (like those shown in Appendix 7) and LCC have been contacted to establish whether these could be erected on Castle Street on Saturday 26<sup>th</sup> March for one day to promote Clitheroe Market. They would be erected on areas of wide pavement where they would not completely block the footpaths and be available for traders to promote what is sold at the market. Several traders have expressed an interest in participating in this event (a similar event would be run in Longridge on Thursday 24<sup>th</sup> March) and subject to LCC raising no issues with the stalls being erected on their highway this will enable a promotional event for the market. The retailers whose premises the stalls will be erected in front of/ adjacent to will be informed of this one-off event however the location should not block any access to shops.

### *Bins*

- 4.11 Noting the comments on the poor state of the bin storage area it is suggested that Officers investigate the creation of a secure bin store which will screen the bins and ensure they are retained for use by stall holders only. This will be subject to a suitable design be secured and provision for the bins to be collected. If Members are minded to support this suggestion this will be reported back to a future Committee.

### *Market Liaison Group*

- 4.12 When this group was re-established it facilitated a forum for discussing ideas and issues and working together to move the market forward along with assisting in the traders 'buying-in' to improvements undertaken and future events which benefit their businesses. As noted, a meeting was held on 1<sup>st</sup> March with the cabin stall holders and the casual traders were also invited. The above suggestions reflect discussions held during the meeting. Future meetings have been diarised.

## 5. FUTURE PLANS

- 5.1 Following the further improvements works set out above future areas of improvement will be considered and brought back to Members for a decision. At this stage this would be along the lines of:
- 5.1.1 The erection of temporary/mobile 'pop-up' stalls on the Bullring dependent on demand/ future events. This would be demand led and enable the area to be as area of public open space the majority of the time but available for temporary markets/ events. It is noted however that traders who visit temporary/ one off market events typically bring their own stalls/ facilities as they travel between venues;
  - 5.1.2 Close liaison with the Tourism and Events Officer to attract coach parties to visit the town on a market day. This would therefore encourage a high amount of footfall and it could be linked into the continued use of the interchange area;
  - 5.1.3 Consider the creation of an area of public open space;
  - 5.1.4 Creation of a covered/ open seating area;
  - 5.1.5 Improve the surface of the Bull-ring area to enhance the visual appearance and facilitate future events;
  - 5.1.6 Undertake an assessment of the town centre signage to identify the most appropriate solution for directional signage to the market.

5.1.7 Consider any suggestions for a cover to the market;

## 6. RISK ASSESSMENT

6.1 The approval of this report may have the following implications:

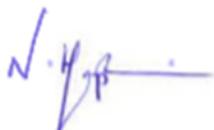
- Resources – quotes will need to be sought for the works suggested. These will be reported by to Members noting the remaining budget for this work
- Technical, Environmental and Legal – None.
- Political – The Council is committed to investing in the market and its traders.
- Reputation – None.
- Equality & Diversity – None.

## 7. RECOMMENDED THAT COMMITTEE

7.1 Members are asked to confirm whether they agree to:

7.1.1 Officers investigating the options of replacing the existing stalls with modern market cabins and to report the findings back to a subsequent Committee

7.1.2 Officers consider options for improving the visual appearance of the bin storage area



NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING

BACKGROUND PAPERS

(If any)

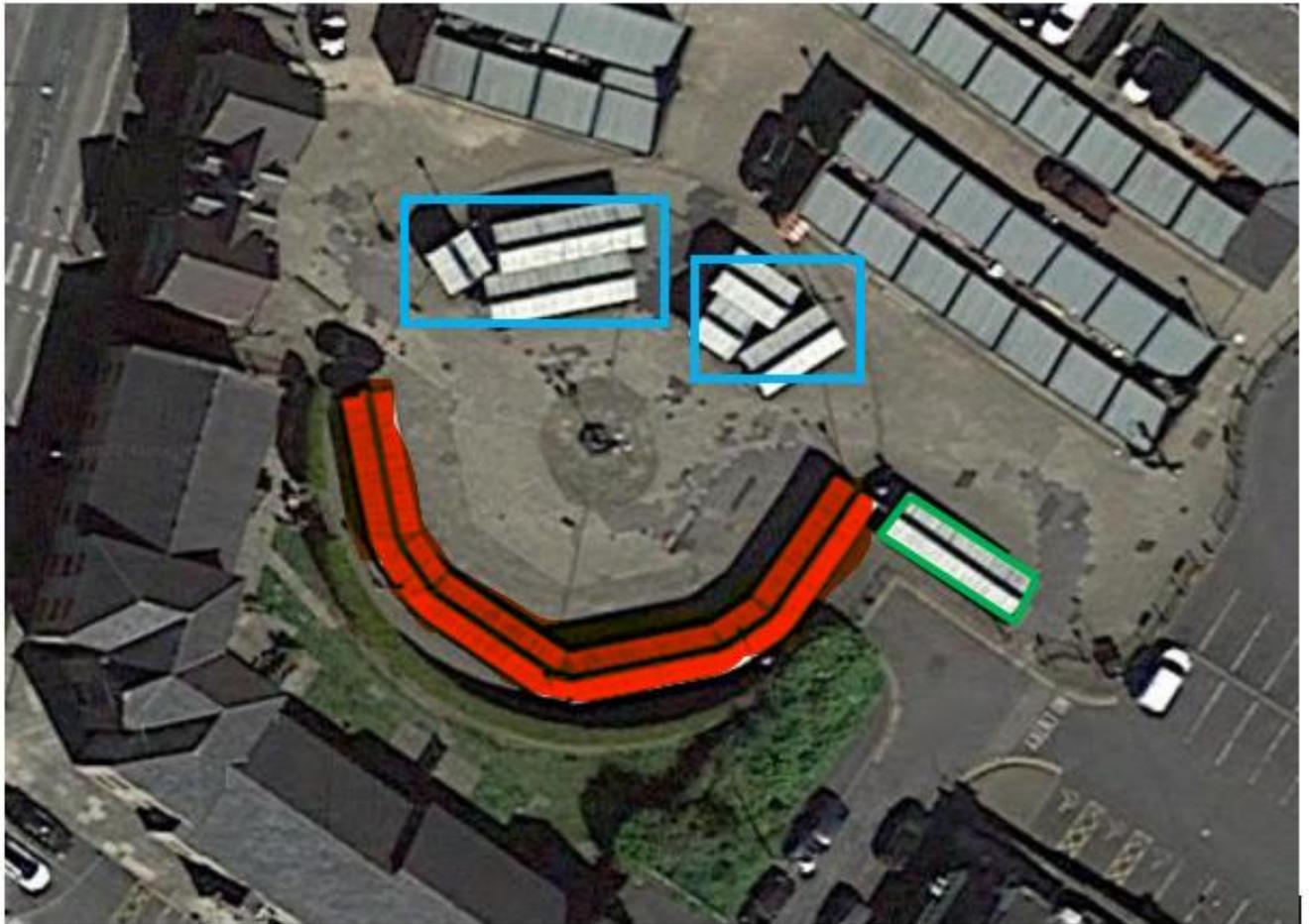
## **Appendix 1: Minutes of Market Traders Meeting 1<sup>st</sup> March 2022**

- If any improvements to the temporary stalls is undertaken this should be concentrated on the middle stalls which are currently utilised and act as a wind defence for the cabins
- There is interest from some of the traders to be involved in a pop-up market promotional event in March
- Signage is still an issue- need to discuss with highways as the signage is on their assets
- Concern over the existing canopies fixtures- passed over to the surveyors for the operational staff to check
- The desire is still to have a cover over the market but not be an indoor market- one trader has a suggestion for a scheme he saw in Spain which will be forwarded for consideration
- Concerns over some traders packing up early. The market regulations include the following stipulations:
  - Every stall must be open as a minimum between the hours of 9am – 4pm and no vehicles shall be allowed to enter the trading area between those hours
  - The trader shall be the person licensed by the agreement with the Council and shall be required to attend the market personally to trade on each market day. In the event of illness or holidays and provided the agreement of the Market Superintendent is obtained, the trader may nominate a substitute. Absence of more than three weeks by the trader may result in termination of that licence.
- Concerns were raised about the state of the road near the police station which is an access to the market- this is unadopted however appears to need to some repair works
- The state of the bin storage area was raised along with concerns over bins not being emptied. The Council's Waste Management Officer has confirmed:
  - The bin situation has improved over the last few months
  - Our refuse collectors occasionally empty the paper bins on a Monday when they are close to capacity, however Rishton Wastepaper Ltd empty the paper bins on a Wednesday.
  - Rishton empty 9 bins on a Wednesday and our collectors empty 7 general bins three times a week. This equates to 21 collections per week @ £20.10/bin = £23,041.20 per year would be the charge if this was a trade business. The income from market revenue for refuse collection is significantly lower than this amount.
- The toilets have not been cleaned recently. This was due to staff shortages however the new cleaner has been cleaning the toilets. A concern over a slippy surface in the toilets has been passed to the surveyors.
- A question was raised as to whether the market car park could be closed slightly later the Thursday before the food festival. Last entry into the car park has to be 1pm on this day to enable the remaining vehicles to leave and for the marquee company to come in at approximately 3pm to start setting up the stalls. Any later would not allow enough time for the marquees to be set up.

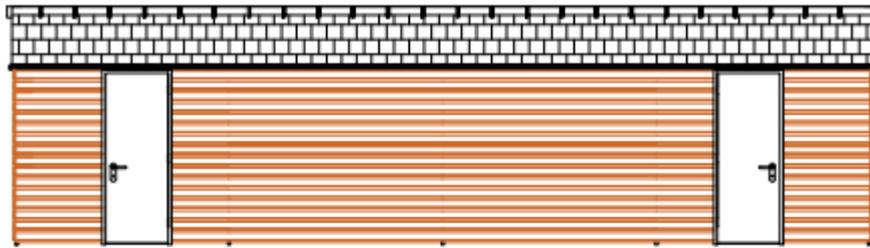
Appendix 2: Initial suggested changes



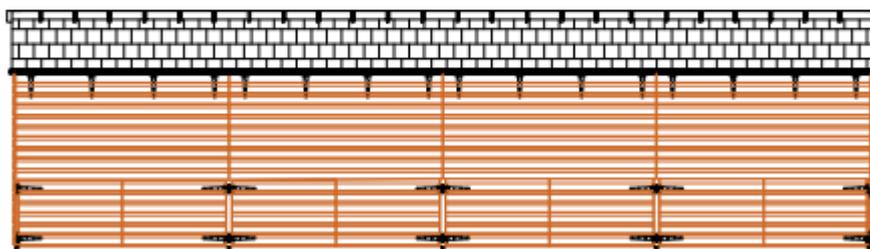
Appendix 3: Revised Suggested Changes



Appendix 4: Example Visual Appearance



Rear Elevation



Front Elevation

**Appendix 5: example modern market cabins**



**Appendix 6: Rent comparison**

<b>Clitheroe</b>	<b>Rent per week</b>	<b>Skipton</b>	<b>Rent per week</b>	<b>Chorley</b>	<b>Rent per week</b>
Cabin	£59.40	Stall (Casual)	£110	Large gazebo	£150
Stall	£19.90 (max)	Stall (regular)	£90	Small gazebo	£100

**Appendix 7: Temporary Pop Up Market Stalls**



## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

DECISION

meeting date: 17<sup>th</sup> MARCH 2022  
title: OFF-SITE AFFORDABLE COMMUTED SUMS  
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

### 1 PURPOSE

1.1 To request Committee confirm which option they wish to pursue in respect of the use of receipted commuted sum monies to deliver additional affordable homes, to address housing needs in the borough.

- Community Objectives – To address the housing needs of all households in the borough.
- Corporate Priorities - To demonstrate that we are a well-run authority
- Other Considerations – N/A

### 2 BACKGROUND

2.1 Historically, as part of some housing developments, a commuted sum for the provision of offsite affordable housing has been secured as opposed to on-site provision. This report seeks Member approval for the usage of these commuted sums. It is important to note that the preference is to secure on site affordable housing. Whilst National Planning Policy does enable off site commuted sums to be secured within a Borough like the Ribble Valley using such commuted sums can be challenging as set out below. Following the expenditure of the historically receipted commuted sums such a mechanism for securing affordable housing will only be chosen in exceptional circumstances.

#### **National Policy on Collection of Commuted Sum Monies**

2.1 In accordance with National Planning Policy Guidance (paragraphs 63-65) in seeking developer contributions, the presumption is that affordable housing will be provided on the application site so that it contributes towards creating a mix of housing. However, where it can be robustly justified, off-site provision or a financial contribution in lieu of on-site provision (of broadly equivalent value) may be accepted as long as the agreed approach contributes to the creation of mixed communities in the local authority area.

#### **Ribble Valley Policy on Collection of Commuted Sum Monies**

2.2 The policy as to when and where RVBC will collect a commuted sum is set out in the Affordable Housing Memorandum of Understanding Policy 2012. Below is the extract that details within the document.

*7.1 Government guidance stresses the importance of integrating different tenures throughout housing schemes in order to promote mixed and well-balanced communities and create more varied patterns of housing types and ownership.*

*Therefore, where affordable housing is required as part of a proposed development, the first assumption is that this will be provided on site. The acceptance of commuted sums in lieu of on-site provision may be considered where the developer can fully satisfy the Council as to the reasons why provision cannot be made on site.*

*In general, the Council will not consider commuted sums for sites outside Clitheroe and Longridge or where the ratio of house price to incomes is more than 7 (see appendix 2) unless there are clearly demonstrated special circumstances.*

7.2 *Where commuted sums are accepted, the amount payable per dwelling will be a sum equal to the difference between the highest value a partner RSL would be willing to purchase at (without grant) and an independent market valuation of the dwelling. Exceptionally, for example, where affordable housing will be delivered in a more suitable location, the provision maybe transferred to another site in the same locality. In such circumstances it must be in addition to any requirement for affordable housing generated by that site itself or by providing the affordable housing in the same locality. In both instances the same level and type of affordable housing should be provided as that required on the qualifying site although tenure will be determined primarily by the site's location. The mechanism for transfer of dwellings and payments of commuted sums will be secured through a Section 106 Agreement.*

7.3 *A commuted sum would be considered where housing needs of a parish had been met. When accepted a consultation exercise would be undertaken to agree the most appropriate use of the sum.*

2.3 Over the past 5 years there has been 7 sites where a commuted sum has been agreed and collected as opposed to on-site delivery of affordable housing.

### **3 UTILISED OFF-SITE AFFORDABLE HOUSING CONTRIBUTIONS**

3.1 The first off site affordable housing commuted sum to be collected in recent years came from Barnacre Road, Longridge. This was for the development of a McCarthy Stone retirement apartment scheme. Members approved the use of the commuted sum in 2019 with the purchase of 2 units in Longridge (55 Mersey Street and 10 Chapel Street- both are affordable rent properties managed by Mosscafe St Vincent's (MSV)).

3.2 Subsequently Members approved the use of the following two receipted commuted sums to purchase 61 Peel Street, Clitheroe. This property is temporarily being used to provide temporary accommodation whilst the 2 larger flats at the Joiners are being renovated. Once completed the property will be an affordable rent property managed by MSV.

- £123,840 from Clitheroe Rd Barrow and
- £5226.66 from Peel Park Avenue Clitheroe.

### **4 REMAINING OFF-SITE AFFORDABLE HOUSING COMUTED SUMS**

4.1 S106 contributions are monitored as part of a 6-weekly meeting of Council officers. Contributions from sites include affordable housing (on and off-site), public open space, education, off-site leisure etc.

4.2 The following table details the recent receipted off-site affordable housing commuted sums which are yet to be committed:

<b>CURRENT AFFORDABLE HOUSING RECEIPTED MONIES</b>	<b>£</b>
Chatburn Old Road, Chatburn	<b>206,367.00</b>
Clitheroe Road, Barrow	<b>185,760.00</b>
Dilworth Lane, Longridge	<b>1,625,950.00</b>
Peel Park Avenue, Clitheroe	<b>11,773.34</b>
Malt Kiln Brow, Chipping	<b>30,000.00</b>
	<b>2,059,850.34</b>

- 4.3 The following sites have made an off-site affordable housing contribution or are due to. The associated Section 106 Agreement will contain the specific obligation in respect of the use of the commuted sum which are set out below:

**Land at Chatburn Old Road, Chatburn**

- 4.4 "Affordable Housing Contribution" means the sum of £206,367 (calculated as three properties £68,789 per property) and shall be paid to the Council in 3 equal phased payments the first payment to be made on occupation of the third Dwelling on the Site the second payment to be made on the occupation of the sixth Dwelling on the Site and the third payment to be made on the occupation of the ninth Dwelling on the Site such payments are to facilitate the provision of off-site affordable housing such sum is calculated on the basis that 30% of the dwellings on the site would be Affordable Housing and that the difference between the sum of the Open Market Value of the Market Housing Units and what a Registered Provider would offer to purchase the affordable dwellings on the site to be paid to the Council in lieu of Affordable Housing Units on the Land, for the purpose of addressing housing needs in Chatburn or elsewhere within the Council's area of the Borough.
- 4.5 In all cases the spend of the commuted sum the first preference will be to spend the monies in the locality and as near to the locality where the monies were collected. This will always be the preference however where the amount of commuted sum is low then there is a limit as to what can be purchased unless the sum is combined with other contributions.

**Land at East Side of Clitheroe Road, Barrow**

- 4.6 Affordable Housing Contribution' a sum of £185,760 (one hundred and eighty-five thousand seven hundred and sixty pounds) to facilitate the provision of offsite affordable housing for the purpose of addressing housing needs in Barrow or elsewhere within the Council's area of the Borough as set out in the Council's Commuted Sum Policy.

**Land North of Dilworth Lane, Longridge**

- 4.7 "Affordable Housing Contribution" financial contributions (if any) in lieu of On-Site Affordable Housing Units, for the purpose of addressing housing needs in Longridge or elsewhere within the Borough of Ribble Valley, to be calculated pursuant to the provisions of paragraph 2.1.8 of Schedule 1.

**Peel Park Avenue, Clitheroe**

- 4.8 Off-site contribution - £17,000 for off-site affordable housing or related purposes such as acquiring and refurbishing vacant properties in the district.

**Land at Church Raikes, Chipping**

- 4.9 'Affordable Housing Contribution' means a sum of £60,000 and payable to the Council for the purposes of providing off- site affordable housing in the administrative district of the Council.
- 4.10 The first payment of £30,000, prior to occupation of the first dwelling in parcel 3, was received on 3<sup>rd</sup> November 2021.

## **Buildings and Land at Dog and Partridge, Hesketh Lane, Chipping**

- 4.11 Affordable housing contribution means a sum of £105,200 to be paid to the Council in lieu of the Affordable housing units on the property for the purposes of addressing housing need in Chipping or elsewhere in the Council area. Not yet received.
5. **PROPOSED USE OF THE REMAINING AFFORDABLE HOUSING COMMUTED SUMS**

## **Land at Chatburn Old Road, Chatburn**

5.1 There has been no additional provision of affordable housing in the village for well over 10 years in Chatburn. Therefore, delivery of affordable units in the village is a priority. In terms of need, there are 63 households waiting for a property in Chatburn, one bed – 32 households, two bed – 47 households, 3 bed – 40 households and 4 bed – 7 households.

5.2 The following options have been considered for the £206,367 commuted sum:

1. **Purchase of one, 2 or 3 bed family property.** This would be available as an affordable rental unit to someone with a local connection to Chatburn.

There are associated challenges with this option as currently a search of Rightmove showed only 1 property in this price range. Additionally, the Council would need to identify a suitable Registered Provider to manage this property. Enquiries have been made with an RP as to whether there is an appetite to manage additional properties.

2. **Deliver an Equity Share Product** This is where the commuted sum money would be used to purchase an equity share that would be the equivalent of providing a deposit to first time buyers to purchase a property. The equity share would be 20 % of the property and this is registered as a charge on the property; (e.g., £40k deposit towards a property value of £200k this equates to a 20% contribution). The property is then sold with a 20% discount whenever it is resold as this equity share is registered in RVBC name on the land registry. This option could enable upto 5 households in Chatburn to be helped onto the property ladder and create 5 properties in Chatburn that would be discounted in perpetuity. Eligibility for this scheme would include first time buyers with a local connection to Chatburn (the local connection criteria is set out at Appendix A), affordability assessment and property within Council tax bands A-C.

The associated challenges with this option are the additional staff commitment to run the scheme and then going forward monitoring future sales and eligibility of occupation. A similar Homebuy Scheme was delivered in 2006 and assisted 5 households purchase properties. This was a borough wide scheme, and we assisted the purchase of 3 properties in Clitheroe, 1 Longridge and 1 Grindleton. There has been 3 sales and the money was returned. The proposal with this scheme would be for the discount to stay with the property in perpetuity so would remain discounted.

## **Land at East of Clitheroe Road, Barrow and Peel Park Ave Clitheroe**

- 5.3 Members will be aware that there has been significant housing development in Barrow over the past 10 years resulting in high numbers of affordable housing delivery. There is also a proposal for an additional 10 units of discount sale in Barrow through the First Homes pilot scheme.

5.4 The following options have been considered for the £185,760 commuted sum from Clitheroe Road and the remaining £11,733.34 from Peel Park Avenue:

1. **Purchase a property in Barrow.** This could be rented out at an affordable rent to a household with a local connection. A recent search of properties for sale would indicate a 2-bed property could be purchased with the commuted sum money available.
2. **Purchase a four-bed family home in Clitheroe.** There is an identified need for larger accommodation for families across the Borough. There are currently 88 households requiring a 4 bed in Clitheroe and new developments provide a limited number of larger four-bedroom dwellings. Utilising the commuted sum in Clitheroe would enable a larger property to be purchased.
3. **Deliver an equity share product** as set out in the Chatburn options. This scheme would be available to first time buyers with a local connection, a deposit is available to assist with buying the property and the value contributed would be equated to a 20% of the property and then registered as a charge. The scheme would be limited to Council Tax A-C and eligibility would restrict max income and the property being their main residence.

#### **Land North of Dilworth Lane, Longridge**

5.5 The development of Dilworth Lane generated a significant off-site commuted sum, in excess of £1.6 million pounds. Use of this commuted sum requires a more strategic approach. There are various options being explored and this involves other Housing Providers and more detailed assessment of need in Longridge. A separate proposal will be presented to Members once more information is collated.

#### **Land at Church Raike, Chipping and Buildings and Land at Dog and Partridge, Hesketh Lane, Chipping**

5.6 There are 2 sites in Chipping and the total commuted sums for both sites equate to £165,200 (to date only £30,000 has been receipted although the remainder is expected). Options in rural areas are more difficult to deliver, firstly due to the house prices but also the difficulty of securing management of the property.

5.7 The following options have been considered for the £165,200 commuted sums when they are receipted:

1. **Community Land Trust Scheme.** This would involve the Council approaching the Community Land Trust (CLT) in Chipping to establish whether they would be interested in putting together a proposal for use of the commuted sums.
2. **Purchase an additional property in Chipping.** It is important to note that currently there is nothing for sale in the village for under £240,000 and as such the commuted sum amount would not be sufficient to secure a property in Chipping currently.
3. **Deliver an equity share product** as set out in the Chatburn options this scheme would be available to first time buyers with a local connection, a deposit is available to assist with buying the property and the value contributed would be equated to a 20% of the property and then registered as a charge. The scheme would be limited to Council Tax A-C and eligibility would restrict max income and the property being their main residence.

## 6 RISK ASSESSMENT

6.1 The approval of this report may have the following implications:

- Resources – To make best use of the commuted sum monies to maximise the affordable housing opportunities deliverable through the fund.
- Technical, Environmental and Legal – The proposals to spend is intended to have a positive impact on the housing options available to individuals. The impact from this improved housing will also reduce fuel poverty and improve the general housing quality.
- Political – Promote the schemes delivered and the benefits of the additional affordable units in the borough.
- Reputation – The greatest risk would be having to return any unspent funding if there not a clear plan for commitment within the specified dates for each contribution.
- Equality & Diversity – There are no specific equality issues the proposal to spend is intended to improve access to good quality affordable housing.

## 7 RECOMMENDED THAT COMMITTEE

7.1 Given the value of the receipted commuted sums and considering options to support first time buyers within the Borough it is recommended that the Council explore the equity share option to enable residents of the Borough to get a first step on the housing ladder, which is similar to schemes provided by Central Government.

7.2 As such Members are asked to confirm whether they agree to utilising the receipted commuted sums as follows:

### ***Land at Chatburn Old Road, Chatburn***

7.2.1 Deliver an Equity Share option for first time buyers in Chatburn

### ***Land at East of Clitheroe Road, Barrow and Peel Park Ave Clitheroe***

7.2.2 Deliver an Equity Share option for first time buyers in Barrow

### ***Land at Church Raik, Chipping and Buildings and Land at Dog and Partridge, Hesketh Lane, Chipping***

7.2.3 On receipt of all the commuted sums from the two schemes: Deliver an Equity Share option for first time buyers in Chipping.



RACHAEL STOTT  
HOUSING STRATEGY OFFICER

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

For further information please ask for Rachael Stott , extension 3235.

## **APPENDIX A- LOCAL CONNECTION CRITERIA**

**First time buyers who can demonstrate a housing need for the identified house type and who have a local connection as set out by the following definition and in order of priority.**

- a) currently living in the parish of ..... for more than 10 years;
- b) currently living in the parish of ..... and have done so continually for between 5 to 10 years;
- c) currently living in the parish of .... and have done so continually for a minimum of 12 months;
- d) currently permanently employed in the parish of .... for a minimum of 12 months and are employed for a minimum of 18 hours per week paid or unpaid; or
- e) persons who at least one of the adult applicants have next of kin who have lived in the parish of ... continually for a minimum of five years and is moving to provide support or be support by this family member. Next of kin for the purposes of this clause shall be defined as mother, father, brother, sister or adult dependent children
- f) persons who are former residents of more than 5 years of the parish of ... who have moved from the parish because of a lack of affordable housing.

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

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meeting date: 17 MARCH 2022  
title: DRAFT HOMELESS STRATEGY 2022-2025  
submitted by: DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING  
principal author: RACHAEL STOTT, HOUSING STRATEGY OFFICER

### 1 PURPOSE

1.1 To present the Homeless Review and Strategy 2022-2025 to Members.

1.2 Relevance to the Council's ambitions and priorities

- Community Objectives – To address housing needs across the borough.
- Corporate Priorities -
- Other Considerations -

### 2 BACKGROUND

2.1 The Homelessness Act 2002 requires all LA's to have an up to date Homelessness Strategy which sets out the priorities for the service and addresses the key areas of housing need which should be informed by consultation.

### 3 INFORMATION

3.1 The draft document is attached at Appendix 1. Prior to Adoption consultation with all relevant partners needs to be undertaken. A Homeless forum to which Members will be invited, will be organised to give partners an opportunity to discuss and consider the priorities and proposed actions within the document.

### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications

- Resources – Essential that the homeless service has a clear steer of the priorities for the service.
- Technical, Environmental and Legal – It is a legal requirement that there is a strategy adopted for the homeless service.
- Political – Important to have a clear steer for the service and politically to give a clear direction of the priorities.
- Reputation – An action plan for improving the service is important for service delivery.
- Equality & Diversity – All vulnerable households are identified within the service.

**5 RECOMMENDED THAT COMMITTEE**

- 5.1 Agree for the Homeless Strategy 2022 – 2025 to go out for consultation, the response from which is considered by the Director of Economic Development and Planning, in consultation with the chair and vice-chair of this Committee and subject to there being no issues that warrant further consideration by members that the strategy is adopted.
- 5.2 Delegate to the Director of Economic Development and Planning authority to undertake any technical updates and amendments to assist interpretation, clarity or accuracy where there is no change to policy intent.

RACHAEL STOTT  
HOUSING STRATEGY OFFICER

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

For further information please ask for Rachael Stott, extension 3235.



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

# HOMELESSNESS STRATEGY 2021-2024



February 2022

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## **SUMMARY**

This strategy has been written at the end of the global COVID -19 pandemic which required a housing response very different to the statutory function of the Council. Every aspect of the housing sector was hit particularly hard, and the government responded with various measures to alleviate the negative consequences of the crisis.

This is Ribble Valley's 6<sup>th</sup> Homelessness Strategy, and it follows an annual review of service delivery and priorities. The Homelessness Review is required to cover:

- the scale and nature of homelessness in the Borough and the factors which could affect future levels upon the district;
- an audit and mapping of homelessness services within the Borough, looking at the various provisions for accommodation and support for homeless people, how homelessness can be prevented and where gaps in the service are.
- a review of the resources available for preventing homelessness and ensuring that accommodation and support is available to homeless people in the area;
- a record of the views of stakeholders and service users;
- the links to other strategies which have an impact on the prevention and tackling of homelessness in the Borough.

Partners in the public, private and voluntary sectors have been consulted via the housing and homelessness forums. These stakeholders, including service users represent a wide range of agencies working with both priority and none-priority homeless groups.

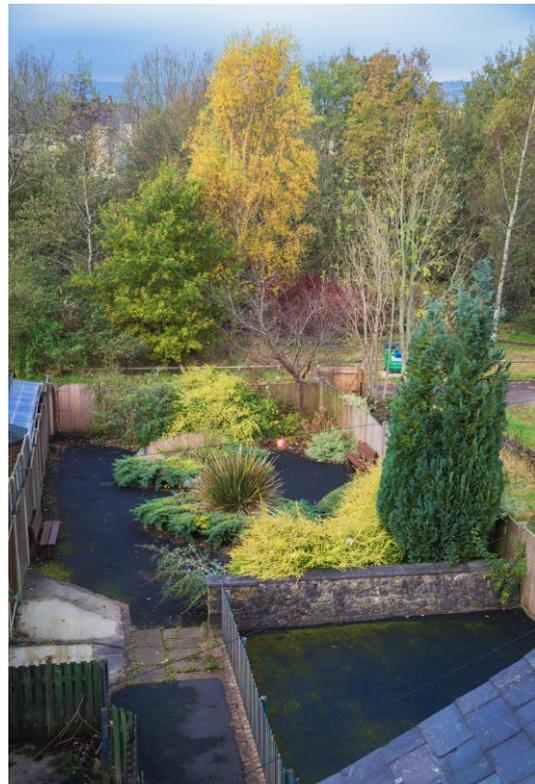
Regular consultations with stakeholders, partners and most importantly service users are vital to success of the strategy. The Strategy will cover a three-year period 2021 to 2024, implementation and action planning will be monitored regularly throughout the life of the Strategy. Monitoring will occur through both the Homelessness and Housing Forums who will analyse the result of various initiatives and actions and make sure targets are being met.

### **Introduction to the Homelessness Strategy**

Ribble Valley places a high priority on tackling and responding to homelessness wherever the case is viewed as potentially preventable. The Council retained the homelessness duty in house and housing advice functions have remained with the Council. However Onward Homes continue to be a key partner delivering the homelessness service in that they are commissioned to manage the housing waiting list and housing allocations on behalf of the Council.

In 2017, there was a decision made by Ribble Valley Homes board to go ahead with an amalgamation of the group to become Onward Homes. At this point the management of the Council Owned temporary accommodation was brought back in-house.

The Council recognises that homelessness is an issue that can only be tackled in partnership. Whilst the Council will lead on this work and



retain the statutory responsibilities, key partners such as Registered Providers, Support Providers, LCC Social Services and many other agencies and organisations all have an important role to play. It is therefore essential at this time that both the Council and its partners set out clearly the roles and responsibilities of each party to ensure the successful implementation of the Strategy.

The Homelessness Strategy therefore:

- sets out the Council's vision and objectives for services for homeless people;
- examines the national regional, sub regional and local context in which services operate;
- assesses the needs of the Borough's population in relation to homelessness services;
- audits its current service; and
- sets out an action plan for service improvement.

### **Vision and Objectives**

The Strategy must have a clear and concise vision of where it aims to be in the next five years. Through extensive consultation with all stakeholders in the Borough the Council has confirmed that the vision is:

**“through partnership working with all stakeholders the Council's strategy sets out to prevent homelessness, provide effective support for households who are or may become homeless and make available sufficient affordable accommodation within the borough.”**

### **The Context**

The Ribble Valley Borough is situated in the North East of Lancashire and with an area of 585 square kilometres is the largest district in the County. Over seventy percent of the Borough is in the Forest of Bowland Area of Outstanding Natural Beauty, a clear reflection of the landscape quality of the area.

The latest figure for 2021 shows the borough has a population of around 60,057 with Clitheroe, the main administrative centre having 16,279 inhabitants. Clitheroe lies at the heart of the Borough whilst Longridge, the other main town, lies in the west. Longridge has a population of approximately 8324. The remainder of the area is mainly rural with a number of villages ranging in size from large villages such as Whalley, Sabden and Chatburn through to small hamlets such as Great Mitton and Paythorne.

It is estimated that between 2014-2039 the population of the borough will increase by 5.4% which is higher than the 4.4% predicted for Lancashire. By 2039 the population aged 65 or over in Ribble Valley is projected to increase to 20,100.

Ribble Valley is a relatively affluent area and is ranked in the top 50 least deprived English districts in the Index of Deprivation. By far the best ranking in Lancashire. However, six wards within the borough fall within the worst 10% of all English wards under the Access to Housing Services Index. This is due to the rural nature of the borough and the isolation faced by the population in a number of settlements, particularly those within the Forest of Bowland an Area of Outstanding Natural Beauty. The median house price to earnings ratio for Ribble Valley is the highest of the 14 Lancashire Authorities. The district has the highest proportion of housing stock in council tax bands E and above in Lancashire.

There is a low number of employment and support allowance claimants and housing benefit claimant number are low.

The Health Profile for Ribble Valley is in the main far better than that for the region and nation. Life expectancy is in line with national levels but higher than neighbouring areas in Pennine Lancashire.

There are few teenage pregnancies and GCSE achievement is good. It is estimated that far fewer adults smoke than the national average and less than five per cent of the population reported their health as “poor” which is much lower than the regional and national average.

Within the Housing Strategy delivery plan the main focus is development of affordable housing. The homelessness objectives within the document lifts the main priorities from this strategy. The diagram below shows where this document sits corporately and the links with other strategies.



## National Context

The Homelessness Reduction Act 2017 introduced on 3rd April 2018. The HRA saw the biggest change in legislation affecting homelessness services since the Housing Act 1996.

**The Homelessness Reduction Act 2017 (HRA)** was implemented on 3 April 2018, and the act puts duties on local housing authorities to take reasonable steps to prevent homelessness at an early stage regardless of whether the households is considered in priority need. As well as ‘upstreaming’ homelessness prevention, the HRA seeks to ensure all households are adequately assisted when they first contact services dealing with homelessness, as the assistance greatly varied between local authorities especially for non-priority households. The changes due to the HRA are summarised as follows:

- The threatened with homelessness period applies for 56 days, increased from 28 days, and includes valid s.21 notices with 56 day or less remaining.
- All households will receive written advice tailored to their circumstances, all households (if eligible) will have their case assessed and be given a Personalised Housing Plan.
- There is prevention duty for 56 days to assist all households threatened with homelessness, there is a relief duty for 56 days for all households who are homeless.

- Under prevention and relief duties the Council must 'help to secure' accommodation that is suitable, duties can be ended if the applicant refuses to cooperate.
- The applicant is able to ask for a review of decisions made relating to new duties under the HRA, from October 2018 other public authorities (eg health services, social care, offender related) have a duty to refer to the local housing authority.
- Care leavers are awarded a local connection to the local housing authority in which they receive care as well as the social services authority that provides care.

From a practical point of view the HRA means providing homelessness related services is more resource intensive and has increased the amount of time spent with each customer to fully assess needs, produce the Personalised Housing Plan (PHP), track progress of the PHP, and report quarterly to the Ministry of Housing, Communities and Local Government (MHCLG). Since the HRA has been implemented the number of households approaching the Council has also increased over 50% locally. New software systems were needed for all local housing authorities to record and report the increased amount of information on applicants required by the MHCLG.

The HRA allows prevention and relief duties to be discharged by helping to secure a 6 month Assured Shorthold Tenancy (AST) in the Private Rented Sector (PRS). The accommodation secured must meet Homelessness (Suitability of Accommodation) (England) Order 2012, and this allows more scope for local housing authorities to utilise the PRS. If an applicant doesn't follow their PHP and displays a deliberate and unreasonable refusal to cooperate it is possible to discharge prevention and or relief duties.

Whilst the HRA aims to treat all households the same from the outset, regardless of priority need, there is only a duty to house applicants in temporary accommodation (TA) under the relief duty if there is reason to believe a household is vulnerable due to being in priority need. A household which is considered to be in priority need must be accommodated for the 56 days.

The **Welfare Reform and Work Act 2016** was a follow up to the Summer and Autumn Statements in 2015 and had a focus on increasing employment whilst reducing the welfare budget. The following were the main provisions of the act:

- The Benefit Cap amounts were lowered to £20,000 per year (£384.62pw) for families/couples and £13,400 per year (£257.69pw) for single people from November 2016.
- Child Tax Credit claims for children born from April 2017 are limited to 2 children and the 'family element' is abolished for families who have their first child born from April 2017.
- The cutting of rents in social housing by 1% a year for 4 years from 2016.
- The freeze of certain social security benefits and tax credits for 4 years.
- Support for Mortgage Interest scheme changed to a repayable loan from April 2018.

The LHA Cap to the amount of benefit paid to households in social housing had a significant impact on the delivery of new Supported Housing and 1 bedroom general needs social housing, and made it more difficult for under 35 year old single people to find accommodation. This was a key issue in Ribble Valley as already limited housing options for young low income earners was further reduced.

## **Covid Pandemic**

Across the country, there has been a continued new flow of people experiencing homelessness since the start of the pandemic.

During the first few months of the pandemic, the increase was driven by those already experiencing homelessness - people who were sofa surfing and living in transient accommodation. Towards the second wave of the pandemic, there have been bigger increases from people who are experiencing homelessness for the first time, people who have been furloughed and those who are newly unemployed.

Homelessness among people with No Recourse to Public Funds has been a continued issue throughout the whole of the pandemic. The instruction to local authorities to support everyone who was rough sleeping or in accommodation where they could not self-isolate into safe emergency accommodation meant that all local authorities reported an increase in support being provided for people with No Recourse to Public Funds including EEA nationals without entitlements to benefits. In some cases, local authorities reported accommodating quite significant numbers of individuals but with an awareness that the support they were able to offer, beyond emergency accommodation was limited.

The most significant intervention that governments across all three nations made was the instruction to bring 'Everyone In' or provide emergency accommodation for everyone rough sleeping, at risk of rough sleeping, or in accommodation where they could not self-isolate throughout the pandemic. This was an enormous undertaking for local authorities and the challenge of this was reflected on by local authorities. This intervention has clearly saved lives during the pandemic, with infection rates and deaths amongst people experiencing homelessness at extremely low levels compared internationally.

One of the biggest challenges facing local authorities is the ability to successfully move those housed in emergency COVID-19 accommodation into permanent and secure housing. The structural barriers that existed before the pandemic, including a lack of housing supply and a welfare system that does not address the underlying causes of homelessness have been exacerbated during the pandemic.

There is growing concern over funding to support a homelessness response in both the immediate and longer-term future.

There was recognition of the positive effect government policies have had on levels of homelessness during the pandemic, particularly the pause in evictions and temporary uplift in local housing allowance. However, there were concerns across all areas about the temporary nature of these changes and the impact these may have on homelessness in the future. Local authorities across each nation were concerned about the newly emerging need for their services as they started to see the impacts of the wider economic context and the cumulation of rent arrears in their local area.

## **Sub-Regional Context**

East Lancashire has a well-established sub regional working group to assist in the development of strategies and shared best practice. The lead offices and officers working groups continue to meet and provide valuable opportunity to work in partnership, co-ordinate shared procedures and to network. Following the pandemic and the effective 'everyone in', policies to keep this momentum going the Next Steps Accommodation Programme was released by government and a successful bid by East Lancs allowed for support staff for

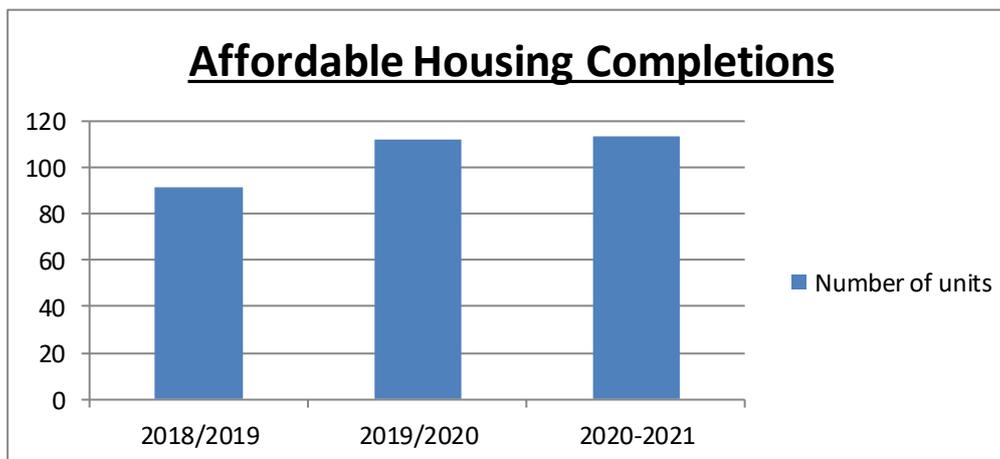
those non-priority individuals. Rough Sleepers Initiative grant award supports delivery of support staff for rough sleepers who can visit on the street.

The most recent successful joint bid is the Accommodation for Offenders Scheme which became operational September 2021.

### **Housing Strategy**

The availability of affordable housing is one of the most important needs for families and communities in the Ribble Valley. Developing affordable housing is a corporate ambition of the Council to meet the identified 'housing need'.

The table below sets out the number of units developed over the past 5 years:



With an average house priced to an affordability ratio of 5.5 in 2012 the highest being 8.4 in Waddington and West Bradford – addressing affordability is a key factor in providing the homelessness service. In Ribble Valley there is proportionately less stock in the lower Council Tax bands of A and B with 33% compared to Lancashire's 58% profile.

The tenure choice in the borough is limited; the borough has one of the lowest percentages of social housing stock in Lancashire. The situation was further exacerbated since the introduction of the Local Housing Allowance. Ribble Valley is no longer considered a 'locality' in its own right. The majority of the borough is in a locality with Blackburn, reducing the housing allowance to be paid to Ribble Valley occupants. This authority was in the top five nationally for being most affected by the introduction of the new housing allowance. The introduction of LHA rates being calculated from the 30th percentile from April 2012 again reduced the LHA rates in the borough.

Policies introduced to address the situation include:

- addressing Housing Needs Policy 2012 required 30% of all new development sites to be affordable and 15% to be housing for older people;
- grant initiatives for development of private rented properties with affordable rent levels;
- regular contact with RP's to encourage development;
- a protocol to work closely with planning to advise developers and enable development at pre application stage.

## **Partnership Working with Onward Homes**

In 2008 stock transfer took place, further change was formalised on 1 October 2017 when Ribble Valley Homes amalgamated with Liverpool Housing Trust, Hyndburn Homes and Peak Valley Housing Association to become Onward Homes Limited.

The housing needs service within the Council carry out the main duties in respect of homelessness:

- Making enquiries and/or decisions on homeless applications.
- Providing general housing advice.
- Reviewing homeless decisions upon appeal.
- Carrying out periodic review of homelessness and publish a homeless strategy.
- Monitoring the service provided by RVH as per service level agreement.
- Manage and maintain the homeless temporary accommodation provision.

Onward deliver the following roles on behalf of the Council, these include:

- maintaining the housing register;
- securing permanent accommodation to discharge homelessness duty;
- allocating the Registered Provider stock as properties become available;
- nomination to Housing Associations as their stock becomes available.
- Allow the use of a unit of accommodation at Longridge for temporary accommodation.

The Council have maintained strong connections with Onward Homes and have established a monthly monitoring meeting to discuss nominations and procedures between the organisations.

## **Partnership Working with Neighbouring Authorities**

Throughout the pandemic there was various new funding streams made available to support the new demands on the service .All grant opportunities supported joint bids and working on a sub-regional footprint. The following lists the current grant streams;

**Rough Sleeping Initiative** – This grant stream funds navigators to support rough sleepers in providing emergency accommodation and support those rough sleeping. The support staff are based in Blackburn but cover RV when needed. The additional funding also covers any additional costs for temporary B & B or hostel costs. Blackburn are the lead authority.

**Accommodation for Offenders** – This scheme was a joint bid across East Lancs to provide a support scheme for ex-offenders to assist individuals with rehousing on release from prison. There was also a grant award for individuals of £10,000 per authority. Pendle are the lead authority.

**Homeless Prevention Winter Grant top up allocation** – this award was allocated to each borough providing a grant with the intention of supporting private renters to prevent eviction a total of £14,200.

**Protect & Vaccinate allocation** – This additional award had the intention of ensuring all rough sleepers were in self contained accommodation and that they would be incentivised to take all 3 vaccines offered.

## **Partnership working with Health**

Multi-Disciplinary Team meetings – a bi-weekly meeting to discuss all complex homeless cases and to address their holistic needs in partnership rather than trying to address their housing need in isolation. This has proved to be beneficial for all partners. The lead for the scheme is a nurse practitioner funded by Lancashire Care NHS.

Changing Futures – on a similar footprint the Changing Lives programmes aims to bring all practitioners together to support the individual suffering from being disadvantaged. Partners in health, mental health, addiction, social services, probation will be advised the lived experience. This is being delivered on an East Lancs basis.

## **Partnership with Registered Providers**

Our key registered provider partners in the delivery of new affordable housing and management of existing stock are:

Onward Homes  
Jigsaw Homes  
Great Places Housing Association  
Mosscares St Vincents

We have worked closely with all of the above partners for many years and we are proud of the achievements we have delivered in partnership.

A bi-annual meeting of all registered providers ensures we keep all our partners involved and informed.

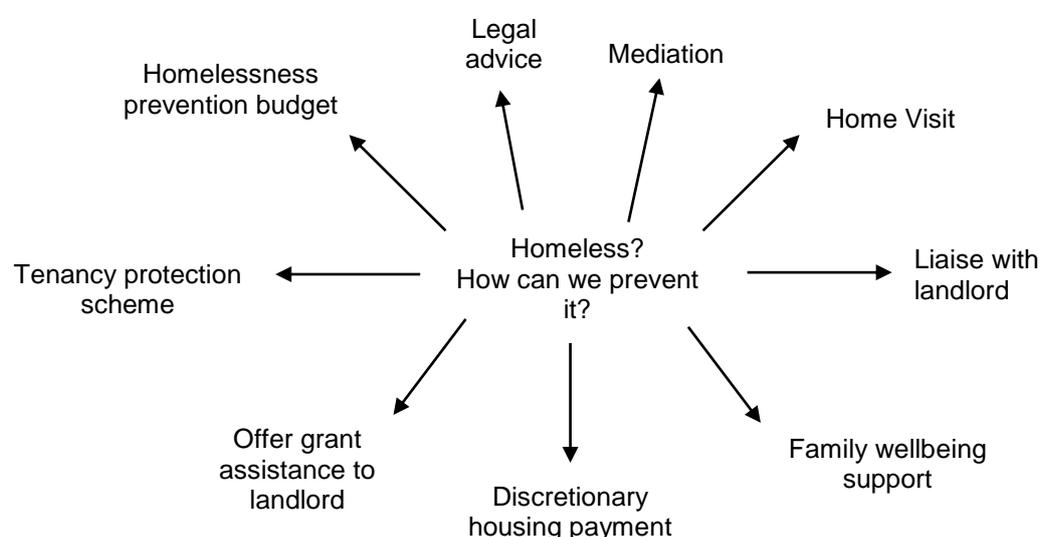
## **Achievements to Date**

Since the Council's first homelessness strategy in 2003, there has been a strategic direction for the homeless prevention approach that has subsequently been adopted. In the past 5 years there have been many significant achievements in Ribble Valley's response to tackling homelessness and the Council has:

- The service is focused to deliver a housing advice approach and focus on homelessness prevention.
- Delivered over 300 affordable new build properties across the borough including both affordable rent and shared ownership units.
- Reviewed the Allocations policy in light of the Localism Bill and then again in 2018.
- Developed a sanctuary scheme with HARV (Hyndburn and Ribble Valley Domestic Violence Organisation);
- Maintained a successful and well attended homeless forum;
- Maintained a low use of families being placed into bed and breakfast, under 2 families in any year.
- Carried out consultation events with homeless households;



- Worked with supporting people and Places for people to develop a support service that covered both the hostel and the sidings to share resources.
- Significantly improved temporary accommodation facilities at the hostel with renovation of communal space and improved fire and smoke detection throughout.
- Introduced a new homelessness database to more accurate record keeping Locata.
- Worked in partnership with the Ribble Valley foodbank to support households struggling to feed their family.
- Undertaken a review of all RP stock in the borough and produced an up to date leaflet listing all affordable properties.
- Reviewed the allocation policy, the points system and the housing waiting list in 2018.
- Secured an additional self-contained temporary accommodation unit in Clitheroe.
- In partnership with East Lancs authorities delivered various schemes , Accommodation for Offenders , Rough Sleeper support , and multi-disciplinary health teams.



### **Ribble Valley Borough Council's Homeless Vision**

Ribble Valley Borough Council's vision for homelessness is that every homeless case would be treated as preventable. We will respond in a supportive fashion and work with households to ensure that homelessness is prevented or that other appropriate and sustainable accommodation is found.

By 2024, Ribble Valley Borough Council aims to:

- ensure all households in the borough are aware of the provision of the housing needs service;
- ensure all new housing schemes reflect the housing needs of the locality;
- ensure services are in place to prevent any rough sleeping in the borough;
- provide temporary accommodation that suitably meets the needs of households.
- completely eradicate the use of bed and breakfast accommodation for all homeless households;
- sustain our levels of homelessness presentations and acceptances;
- continue to ensure that homelessness is prevented wherever possible and to prevent reoccurring;
- reduce the length of time in temporary accommodation to an average of 7 weeks;

- meet our corporate ambition of delivering 75 affordable homes per year and ensure they address the identified need of the borough.
- Provide safe accommodation for victims of Domestic Violence within the borough.

All of the actions contained within the Strategy sit under one of the above strategic priorities. The Strategy is broken down into four key areas detailing current performance in gaps in service against each strategic priority heading. Under each heading actions are detailed which will meet the identified gap. Whilst actions are identified throughout the Strategy, under each section a more detailed structure plan can be found at the end of the document that pulls together all of the actions we intend to deliver over the next three years.

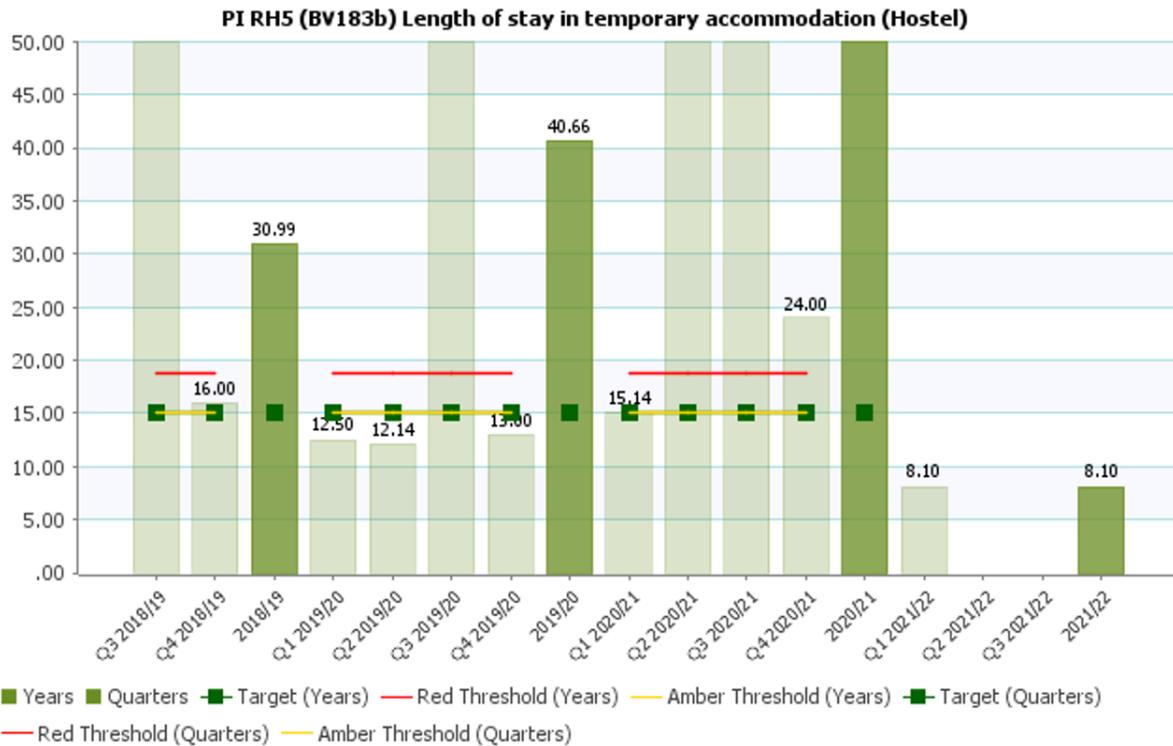
In order to make this Strategy a live document that actually delivers against its action plan, all actions are SMART (specific, measurable, achievable, realistic and time bound). The Action Plan will be reviewed annually to ensure it remains relevant and provisions will be made to consider new priorities and targets.

The Homelessness Form will monitor the implementation of the Strategy Action Plan. The Action Plan has been developed in consultation with the Homelessness Prevention Form and the full Strategy document will be sent to all stakeholders and the wider public for consultation prior to formal adoption of the Strategy.

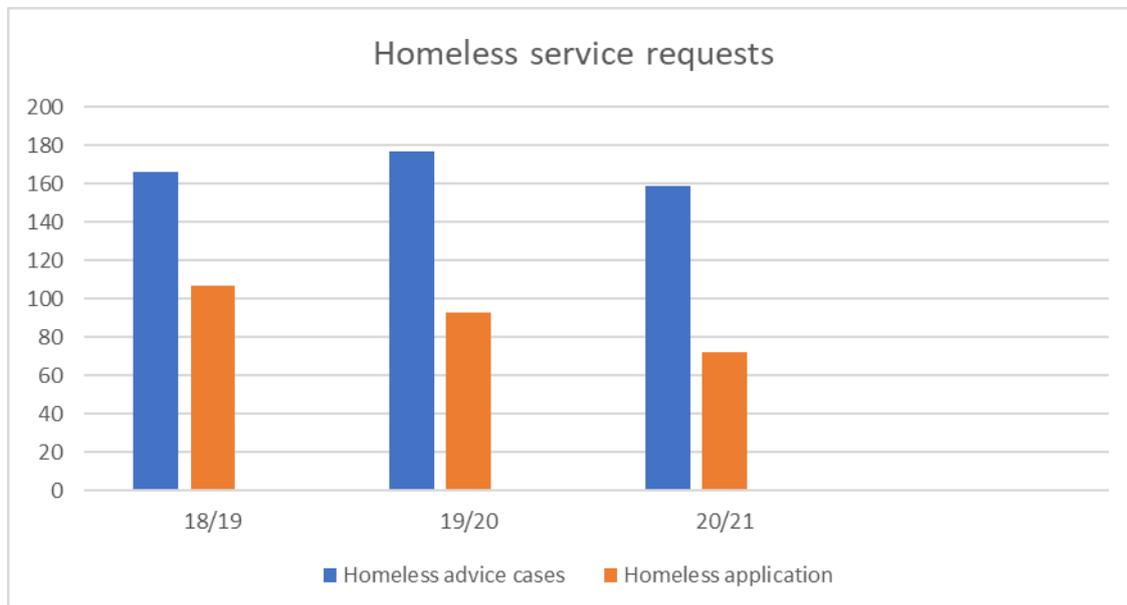
### **Review of Current Scale and Nature of Homelessness in Ribble Valley**

The graph below allows us to identify where our prevention measures should be concentrated. The main reason households approach the council is seeking accommodation, affordable accommodation. In terms of reason for needing accommodation the main cause is parental eviction and relationship breakdown, which is difficult to prevent, but mediation is offered in these cases.

Loss of rented accommodation is the second main cause and raising awareness of early intervention there are initiatives introduced to prevent this, landlords' renovation grants and a floating support service. We will approach the landlord on the tenant's behalf to try to prevent the eviction and where possible resolve the issues. Relationship breakdown is the 3<sup>rd</sup> most common cause. Therefore, it is limited as to how much assistance can be offered other than advice as to the individual's rights.



The graph below shows the number of households accepted as homeless where the Council has a full statutory duty to rehouse. The numbers have remained low over the years and only in the last year gone over the 10 households. This is only a small part of the picture as the main aim of the service is to prevent households reaching this point.

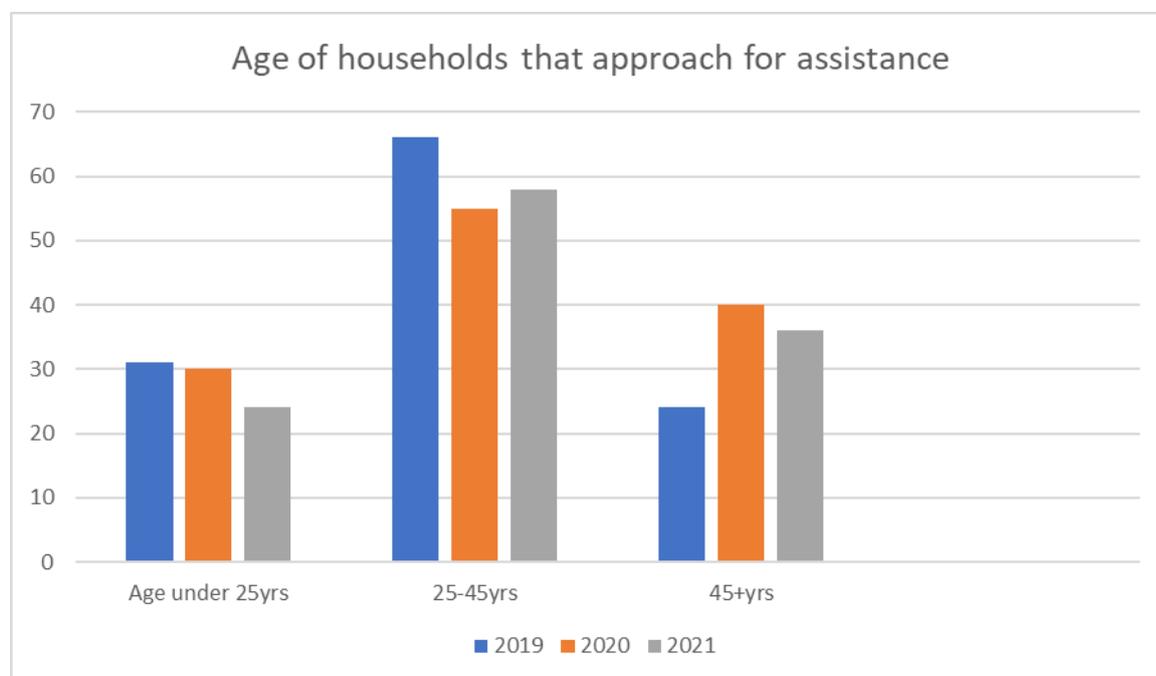


Once we have provided households with temporary accommodation the next challenge is finding those households secure suitable accommodation. This can often take many weeks, and this is an agreed priority for the Council to reduce this time period.

The supply of new affordable housing stock, through securing affordable rental units on sites and also ensuring that we have a nomination agreement and an allocation policy that reflects this need is essential.

The nomination agreement and allocation policy have been reviewed in 2018, this was undertaken in partnership with Onward and all RP's in the borough were consulted. These policies are essential to ensure that housing is allocated to the most in need in a fair and transparent way.

Advice Outcomes Analysed by Age Group 2019-2022



The table above showing the average range of households that seek advice, the highest group is the 25-45 year olds, therefore working age group who are most likely to have dependants. This is followed by 16-25 year olds; very few older persons seek advice for housing.

Homeless Applications Received Over the Past 5 Years and the Decision Made

Of the applications taken over the past 5 years the number where a full duty has been accepted, correlate to the number of applications. There are no significant changes in the numbers of households seeking housing advice.

Graph to Show the Type of Accommodation Provided for Households Facing Homelessness Over the Past 5 Years

The data above demonstrates the number of households that are assisted by the housing needs service each year and reflects the amount prevention work undertaken in order to reduce the households that are placed in temporary accommodation.

This is a difficult challenge as the housing options for households are limited. The private rented sector provides very little for the households seeking assistance. The private sector market in Ribble Valley is high demand so landlords can demand high rents, high deposits

and charge credit check fees. The introduction of new legislation should reduce a lot of this issue and so we may see some improvement in being able to access this sector.

### **Domestic Abuse in Ribble Valley**

The Domestic Abuse service and mapping is delivered and monitored across Hyndburn and Ribble Valley neighboring authorities. The service commissioned to deliver the support service is HARV Hyndburn and Ribble Valley domestic abuse service and this is a long-established partner in the borough. The service has been operating for over 10 years and different grant awards over the years have allowed different additional support hours;

Between January and December 2021, domestic abuse offences in the Ribble Valley increased by 4.2% (13) compared with January to December 2020.

- There were a total of 324 domestic abuse crimes recorded during the period. Of these 156 were domestic assaults. There were 57 assaults less serious injury, 96 offences of no injury domestic assault and 3 serious domestic assaults.
- There were 54 offences of domestic related harassment and stalking
- There were 49 offences of domestic related malicious communication.
- Alcohol was a factor in at least 20% (65) of all domestic abuse offences.
- At least 33.9% of domestic assaults were alcohol related (53).
- Females accounted for at least 68.2% (221) of victims.
- Males accounted for at least 26.9% (87) of victims.
- 4.9% of gender fields were blank (16).
- The victims were aged between 15 and 90 years old.
- 15.4% (50) of all domestic abuse cases were aged 35-39.
- 25 to 29 years was the peak age group for female victims of domestic abuse (38).
- 35 to 39 years was the peak age group for male victims of domestic abuse (17).
- Littlemoor ward had the highest percentage of domestic abuse offences in 2021 with 10.8% (35), followed by Derby and Thornley ward 8.6% (28) and Salthill 8.0% (26)

### **Number of Households in Temporary Accommodation**

The average length of stay has increased in the 2 past years Despite all the initiatives introduced to assist moving on the limited social stock and low turnover make finding secure accommodation a difficult task. The proposed change to Homeless Legislation which will enable housing authorities to offer private rented accommodation to discharge duty.

### **Temporary Accommodation – The Current Situation in Ribble Valley**



At the Joiners Arms 90 Whalley Rd Clitheroe, the temporary accommodation in Clitheroe, there is 7 units of accommodation, four are fully self-contained units, three units have toilet and wash hand basins, and share bathroom facilities.

There is one additional self-contained flat in Clitheroe and in Longridge, therefore proving 9 temporary units in total for families and single households.

The facilities have been continually improved and since taking back the management there has been an intensive programme to improve the fire protection and communal area. The accommodation now has on-site laundry facilities, a communal meeting room, access to IT facilities and a garden and play area. The

aim is to continue to improve the accommodation through the annual works programme. The ground floor flats have been fully renovated in April 22 with new kitchens and flooring.



There is an on-site warden service every weekday.

Support is provided by Places for People and they support clients in the hostel on a daily basis. This is provided through a contract awarded by LCC.

Young persons accommodation The Sidings also provides 7 self contained flats for 16-19 yrs olds. The scheme gives priority to referrals from Children's Social Care and for those referrals that

have no priority then they are given a 56 day licence. This is to ensure 16/17 year olds are placed in the supported accommodation and given priority.

Appendix 1 lists the main areas of improvement service users have identified.

### Prevention of Homelessness against the Main Causes

#### Current Situation in Ribble Valley

The housing need service is completely focused on prevention. This is reflected in the steady reduction in the number of decisions made. For each cause of homelessness there is a preventative tool available. For the two main causes in the borough relationship breakdown and parental / family eviction there is a limited amount of intervention, however early advice is always helpful.

Whilst this is a huge achievement, the homelessness strategy seeks to build upon this achievement. The homeless review has identified a



number of weaknesses in the existing services and identified potential increases in homelessness in



certain areas. The strategy seeks to ensure that these gaps are responded to through an effective action plan. It will also be important to safeguard the existing prevention budgets particularly the tenancy protection scheme to ensure we can respond to the ongoing demand. It is a key priority to ensure that housing advice is available to all the homeless households or those threatened with homelessness throughout Ribble Valley regardless of priority need.

The tenancy protection scheme, which has enabled over 350 households into private rented accommodation since being established. However, landlords are becoming more reluctant to accept the bond as there is always high demand for property without taking a higher risk tenant. It is essential to ensure that these households have access to support and advice and do not become homeless either because of the end of their assured shorthold tenancy or due to arrears. In some cases will offer a cash bond to assist households access private rented.

The new schemes available for households, the Accommodation for Offenders programme and the Changing Futures programme allow some access to support. These programmes are for the more high need and chaotic service users, they have proved to valuable particularly in the challenging year when there is very little access to services.

Non-violent relationship breakdown is the second highest cause of homelessness in the Ribble Valley. Our preventative input is somewhat limited in personal relationships. However, a new information leaflet has been produced which provides legal advice and general guidance on this matter and mediation is offered where appropriate. Loss of assured shorthold tenancy is the third highest cause of homelessness. This cause again has seen a significant reduction. The repossession prevention scheme offers financial assistance for households facing repossession where there are dependants, and the reason is ill health or loss of income. There have been considerable resources introduced to initiate this reduction. The grant initiatives available are a powerful communication mechanism for engaging landlords. The nomination rights attached to grants ensures we remain in regular contact with landlords and the condition that the landlords accept the tenancy protection scheme.

The availability of affordable private rented properties through the landlord grant scheme has been a valuable source. Again, the housing market has reduced interest in the scheme hence the reason for a proposed improved offer for landlords. Through this scheme homelessness can often be prevented removing the use of temporary accommodation for many households.

## **PROVISION OF AFFORDABLE ACCOMMODATION**

Meeting the housing needs of people in the Ribble Valley is a corporate objective of the Council. This objective has been identified as one of the four key ambitions of the Authority. The importance of this cannot be over emphasised. Some key statistics for the borough with regard to affordability include:

- Affordability was showing some signs of improvement in the ratio of house price to income ratio being 9.8 in 2010 and 7.8 in 2012; and 8.1 in 2017. However in 2019/2020 back up to 9.0 making homeownership a serious challenge.
- Ribble Valley has the lowest proportion of social dwellings in the northwest with a total of 2420 units in 2019. The area is projected to experience the largest increase in population in the northwest. The average house price for the whole district in 2019/20 was £263,303. The highest in the North West.
- Current government guidance on assessing affordability recommends using the ratio of house price to income. A ratio of 4 is deemed to be the ideal range for affordability. In Ribble Valley no wards fall into this range.

This affordability issue has a massive impact on all aspects of the homelessness service and is at the root of all obstacles in homelessness prevention.

North West	Average (mean) house prices in 2019/20 <sup>1</sup>	Mean annual earnings in 2019/20 <sup>2</sup>	Ratio of house prices to incomes in 2019/20 <sup>3</sup>	Income required for 80% mortgage in 2019/20 <sup>4</sup>	Mean monthly private sector rents in 2019/20 <sup>5</sup>	Unemployment rate in 2019/20 <sup>6</sup>	Housing Benefit claimants - total in employment (and not Passported) % <sup>7</sup>	Long-term empty homes in 2020 <sup>8</sup>	Second homes in 2020 <sup>9</sup>	Total housing association affordable homes in 2018/19 <sup>10</sup>
England	£309,678	£30,248	10	£70,784	£843	3.9%	17.3%	268,385	262,953	2,753,583
North West	£200,179	£27,607	7	£45,755	£629	4%	10.5%	44,560	29,177	518,363
Blackburn with Darwen UA	£143,884	£23,046	6	£32,888	£503	4.9%	6.8%	1,155	224	11,821
Eden	£232,941	£24,216	10	£53,244	£571	1.7%	10%	559	1,306	2,743
Lancashire	£181,522	£26,406	7	£41,491	£570	2.6%	9.7%	7,794	3,282	59,396
Burnley	£113,616	£25,912	4	£25,969	£469	5.3%	9.1%	780	166	6,152
Hyndburn	£121,082	£23,587	5	£27,676	£482	4.3%	7.6%	656	67	4,992
Lancaster	£184,797	£25,771	7	£42,239	£574	4.5%	8.8%	932	712	3,100
Pendle	£134,038	£22,568	6	£30,637	£498	4.5%	10.6%	765	192	4,668
Preston	£171,515	£25,272	7	£39,203	£559	3.4%	12.2%	1,304	715	11,999
Ribble Valley	£263,303	£30,108	9	£60,184	£689	2.1%	10.6%	191	219	2,420
Rossendale	£160,374	£25,428	6	£36,657	£553	3.3%	5.4%	536	123	4,718

The actions taken to address the problem have been wide spread and many have been achieved corporately:

- Housing strategy delivery plan: the main focus is delivering affordable housing and addressing the identified needs.
- The Council set a target of delivering 75 affordable homes per year and this has been achieved annually.
- The Council approved a Addressing Housing Needs Policy to secure 30% affordable housing on all developments and 15% to be for older people.
- There is a Ribble Valley affordable housing development protocol, which assists developers at every stage in the process to encourage applications.
- The Council invests over £100,000 of capital funding every year for development of private rented sector properties;
- In 2005 a Tenancy Protection Scheme was established with a bond covering up to £800. This needs to be reviewed as acceptance of this amongst landlords has reduced significantly.
- The Council has registered as a pilot authority to deliver First Homes in the borough.
- The Council has registered as a Housing Provider and has acquired 3 additional properties.
- On all new development sites, the mix of affordable housing tenures are agreed to meet need.

The landlord/tenant grants available to landlords is being reviewed to encourage take-up of the grant. This grant is to renovate private rented property to a high standard is an initiative that has been fundamental in achieving a reduction in the length of time families stay in temporary accommodation. The scheme has gradually evolved into the initiative we have today but has existed for over ten years.

Landlords are currently offered grant aid of up to £10,000 per flat and £15,000 for a house. This is a 50% contribution towards renovation costs and is, therefore, match funded. In exchange for the grant the conditions are that the property must be let for up to five years; that the landlord must accept nominations and the rent level is set in line with local housing allowance.

The reduction of the local housing allowance has become another serious hurdle in tackling affordability. Under the scheme Ribble Valley is the third most affected Local Authority nationally. Almost 60% of all claimants of housing benefits in the Ribble Valley saw a reduction in their entitlements with the introduction of a local housing allowance. This is a disincentive for landlords to accept tenants in receipt of benefits or to invest in rental properties in the Borough, coupled with the removal of direct payments to landlords.

To counterbalance the effects of this the grant available for each unit through the landlord/tenant grant was increased and no longer available in Longridge where the local housing allowance has been increased. Ribble Valley is split into four areas under the local housing allowance and the central Lancashire allowance, which incorporates Longridge, has seen an increase.

## Strategic Housing Market Assessment 2013

The Strategic Housing Market Assessment carried out in 2013 established that there is a need for 404 affordable dwellings per year in Ribble Valley; however this figure does not equal the number of new affordable units to be built. The need will be met through a wide range of sources – but particularly by making better use of vacant stock, by making better use of the existing stock and through the private rented sector.

- ii) One bedroom and four-bedroom affordable homes are particularly required.
- iii) Relatively few households in housing need could afford Affordable Rent at 80% of the median market rent. The most practical level to set Affordable Rent to meet substantial need is at 70%.
- iv) Factoring higher affordability thresholds households in the private rented sector pay in current market conditions and the supply of private rented accommodation (via LHA) to house those requiring affordable housing, the need for new affordable units reduces notably – however changes to the administration of LHA mean that it is unlikely to continue.

## Cost and Affordability of Housing

According to data from the Land Registry, the mean house price in Ribble Valley in 2019/20 was £263,303, higher than the average for the North West region and England as a whole. Data shows that whilst prices have increased significantly over the past 2 years.



ii) The cost of housing by size was assessed for all tenures across the Borough. Entry-level prices in Ribble Valley range from £110,000 for a one-bedroom home in the Clitheroe price market up to £375,000 for a four-bedroom property. Entry-level rents in Ribble Valley range from £400 per month for a one bedroom home up to £1,000 per month for a four-bedroom property.

iii) Housing market gaps analysis shows the nature of the housing ladder in a particular locality. An analysis of the gaps between each tenure shows that there is a large income gap between the social rented sector and market entry. This indicates that intermediate housing priced within this gap could potentially be useful for a number of households in Ribble Valley.

iv) Flexible Tenancies are being introduced as a new tenure. They will allow Affordable Rent to be charged. Affordable Rent will be based on the open market value of each property. Within Ribble Valley, as bedroom size increases the range of Affordable Rents possible increases.

### Affordable Housing Delivery in the borough

Year	Open Market	Affordable	Total	Affordable as % of all dwellings
2016/17	290	100	390	25.6
2017/18	330	70	400	17.5
2018/19	301	111	412	26.9
2019/20	465	94	559	16.8
<b>2020/21</b>	<b>332</b>	<b>121</b>	<b>453</b>	<b>26.7</b>

### Comparison on delivery rates to neighbouring boroughs

Year	Affordable Dwellings Completed 2020/21	Affordable Completions as a percentage of all dwellings 2020/21
Wyre	151	25%
Blackburn	141	34%
<b>Ribble Valley</b>	<b>121</b>	<b>27%</b>
Burnley	70	18%
Lancaster	41	14%
South Ribble	37	9%
Pendle	21	6%

### Future Timetable for Homelessness Strategy

The strategy has been approved by Health & Housing Committee. The achievements to deliver the action plan set out in the document will be reported bi-annually to the homeless forum and annually to Health and Housing Committee.

Should there be any requirement to amend the document in the 5 year period then this will be reported to Health and Housing Committee.

**Strategic Aim – IMPROVE THE HOUSING ADVICE, INFORMATION AND SUPPORT AVAILABLE**

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Ensure service is accessible as possible via IT, telephone or face to face	All households can access advice Ensure RVBC website is updated	Achieved	Within existing resources	HLN Steering Group Housing Needs Officer
Develop good communication with all relevant organisations	Review HLN forum attendees, ensure all agencies are represented	Review annually at each Homeless Forum	Within existing resources	HLN Steering Group Ribble Valley Strategic Partnership
Introduce new database to capture all the required information for HCLIC. Ensure best use of the Locata database	Utilise Locata and accessing reports. Improve reporting skills	Achieved Attend training	Within existing resources	Housing Strategy Officer IT Section Housing Needs Officer Locata support
Collate information on all relevant HLN services in Ribble Valley and neighbouring authorities	Ensure all the information is on the Council's website	April 2022	Within existing resources	Housing Needs Officer Housing Strategy Officers
Ensure up to date and relevant HLN information is accessible	Update and maintain housing section information on the Ribble Valley website and front line staff have basic housing rights knowledge	Monitored quarterly	Within existing resources	Housing Strategy Officer Housing Admin Officer
Utilise support services wherever possible NSAP , RSI and Changing Futures Programmes	Refer all potential homelessness households to the most appropriate support provider	Monitored quarterly	Within existing resources Report the need for additional	Lancashire Wellbeing Service Children and Family Wellbeing Service Transforming Lives
Improve communication with clients	Use text messages/email where client prefers	Achieved	Within existing resources	Housing Needs Officer Housing Admin Officer

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Improve advice available online	Ensure upto date advice online and support services	Ongoing	Training costs for staff	Housing Needs Officer Housing Officer Housing Admin Officer
Ensure staff are kept up to date with homelessness case law.	Provide regular access to training options for housing needs staff. As new guidance is produced for non-British citizens.	To organise.	Training costs for staff.	Housing Strategy Officer NHAS Shelter
Raise awareness of all housing services across the borough	Use Council newspaper, website, twitter, Parish Council meeting and village notice boards to promote the service.	On going	Within existing resources	Housing Strategy Officer Parish Council Liaison Communications officer
Establish a baseline of satisfaction and identify where improvements can be developed	Undertake customer satisfaction research	annually	Within existing resources	Housing Strategy Officer Places for People
Improve housing and support information on the website	Regular updates of the website to be done as routine	April 2022	Within existing resources	IT Service Housing Officer
Improve accessibility of service outside of Clitheroe with a focus on Longridge	Demonstrate use of service from households outside of Clitheroe.	June 2022	Within existing resources	Housing Needs Officer
Respond to any 'duty to refer' requests	Review if the route of receiving DtR and if they can be improved	Jan 2022	Within existing resources	Housing Strategy Officer IT service.
Support the rough sleeper initiative across East Lancashire	Support the bid to provide support/prevent rough sleepers across East Lancashire	Ongoing	Bid to be submitted to MHCLG and Blackburn to manage the scheme.	All East Lancs Authorities.
Access NHAS training for staff	Enable staff to access upto date training courses	available	Within existing resources	Shelter
Maintain the Homewise offer to provide assistance to older/vulnerable households	Ensure continuation of Homewise funding	Reviewed annually	Requires committee approval	Homewise



**Strategic Aim – PREVENT HOMELESSNESS IN THE BOROUGH**

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Utilise discretionary housing (DHP) payments to prevent homelessness.	Advise and support households to make discretionary housing payment claims Regular contact with HB staff	Monitored annually	Utilise DHP monies annually	Housing Benefits Housing Strategy Officer
Maximise the use of 'Spend to Save' Policy across the homelessness service	Consider all available funding streams which may prevent homelessness at each interview	To be monitored	Homelessness directorate funding. Grant budget.	Housing Committee Housing Strategy Officer
	Improve communications link with housing benefits section and job centre staff and improve flexibility when dealing with vulnerable households	Ongoing	Within existing resources.	Housing Strategy Officer Housing Benefits Manager
Raise awareness of the importance of early intervention	Utilise all available support services and the requirements of the new act.	On going	Within existing resources	Landlords Forum Group Housing Needs Officer Communication Officer
Prevent homelessness through loss of RSL tenancy	Ensure early warning system in place with each RP's in the borough	Jan 2022	Within existing resources	All RP's Housing Strategy Officer
Ensure service users are satisfied with current level of service	Consult with service users as to the standard of service received-through completion of a survey	ongoing	Within existing resources	Places for People Housing Strategy Officer Scheme Warden
Update list of all temporary and permanent housing providers in the borough	Update the leaflet and distribute to all service providers	May 2022	Within existing resources	Housing Strategy Officer Housing Needs Officer
Annually undertake a full review of the homeless strategy	Utilise HLN forum to consult with all service providers	Nov 21	Within existing resources	Housing Strategy Officer HLN Steering Group

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Maintain homeless forum group to regularly monitor performance of initiatives	Meet twice a year to review progress and update the action plan	Ongoing Forum was not held for 2 years due to covid	Within existing resources	Homeless Forum
Investigate option of recruiting a part time floating support worker to support households at risk of homelessness.	To propose the additional staff hours to Strategic Housing Working Group	April 2022	Request to be reported to Health and Housing Committee.	SHWG Homeless Forum Housing Strategy Officer
Prevent homelessness precipitated by health issues support the MDT meetings	Develop joint working protocols for hospital discharge.	June 2022	Better care fund	Health & Wellbeing Group Health & Housing Committee
	Improve referral pathways between agencies to enable access to supported accommodation	On going		
Engage with the Changing Futures Programme	Ensure the service is promoted and utilised in the borough and all partners are fully aware of the ability to access.	Delivery due to start Jan 22	Raise awareness with partners	Support service CFWS CAB
Undertake a full review of the temp accommodation provisions in the borough	Full review of the suitability, standard and current offer of temporary accommodation in the borough	July 2022	Full review of accommodation and suitability. Finding to be reported to H & H Committee.	H & H Committee Homeless Forum
Improve the standards at the accommodation	Review the furniture decorations and fittings.	August 22	To request additional funding from policy and finance.	

**Strategic Aim – IMPROVE PROVISION AND SUITABILITY OF TEMPORARY ACCOMMODATION AND REDUCE THE LENGTH OF TIME SPENT IN TEMPORARY**

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Utilise specialist housing schemes outside borough	Improve communications with out of borough schemes	Sept 2022	Within existing resources	Housing Strategy Officer Housing Needs Officer
Maintain close working relationship with Onward	Organise bi-weekly meeting with a standard agenda item of temporary accommodation	On going	Within existing resources	Onward Housing Needs Officer Strategic Housing Officer
Improve options to work for households in temporary accommodation	Ensure IT access at the hostel in Clitheroe and support presence	Jan 2022	Using ODPM monies	IT Section Housing Strategy Officer
	Work with Job Centre and Connexions to provide IT support for completion of job applications online	Sept 2022	Within existing resources	Job Centre Connexions Housing Strategy Officer
Reduce length of time spent in temporary accommodation	Move on housing plan to be part of support plan	March 2022	Utilising ODPM funding	Onward Housing Strategy Officer Places for People
Reduce the length of time spent in temporary accommodation	Ensure all housing options considered and maximised for every household. Weekly updates on each household with support worker.	Jan 2023	Within existing resources	Onward Housing Officer Places for People
Ensure that all families from homeless households receive necessary health check	Refer all households to MDT meetings	Jan 2022	East Lancs Health Authority	Housing Strategy Officer Health Centre Places for People
Improve and utilise garden room at hostel	Ensure room is kept clean and there is access for all Improve the furniture	Jan 2022	Within existing resources	Homestart LCC Adult Education Housing Officer Inward House
Improve services for households with mental health needs	Ensure engaging in support is part of housing plan	June 2023	NHS funding	Mental Team Manager Housing Strategy Officer

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Consult service users of their experience in temporary accommodation	Carry out an exit questionnaire with each user. Present the feedback to the homelessness forum.	Twice each year	Dependant on homeless budget and grant availability.	Homeless forum Places for people
Increase supply of affordable housing and maximise use of existing	Work with partner RP's to deliver maximum number of rented units on Sect 106 sites and grant aided sites.	On going	Homes England Funding Sect 106 contributions	Developers RP's Homes England

**Strategic Aim –INCREASE HOUSING OPTIONS FOR HOUSEHOLDS AND TYPES OF AFFORDABLE SECURE HOUSING OPTIONS.**

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Prevent the loss of any social housing available for homeless households	Secure the maximum amount of social rent through Section 106 Agreements Prevention conversions of social rent where possible	Ongoing through regular market engagement	Development dependent	Housing Strategy Officer Registered Social Landlords
Increase the amount of private rented affordable housing available for homeless households	Engage with private landlords and agents to encourage them to accept households on benefit and the TPS	On going	Landlord/tenant grant funded	Local estate agents Housing Needs Officers
Set affordable secure rent levels and nomination rights	Promote grant available to encourage landlords to invest in private rented sector	January 2022	Private sector grant budget	Housing Strategy Officer Health & Housing Committee
Maintain Tenancy Protection Scheme	Annually top up the scheme and ensure maximum number of households benefit and can access the private rented sector	June 2022	Consider bidding for additional funding	Housing Strategy Officer
Increase the number of affordable private rented properties available for homeless households.	Maintain the funding available for landlord tenant grants in 2013-2018		Annual budget of 100k transferred into landlord tenant budget	Housing Strategy Officer Health & Housing Committee
Negotiate the min % of social housing to be allocated to homeless households	Establish the current nominations levels to homelessness. Engage with all RSL's and agree % of nominations	On going	Within existing resources	Housing Strategy Officer Onward

<b><u>INITIATIVE</u></b>	<b><u>ACTION</u></b>	<b><u>DATE TO BE IMPLEMENTED</u></b>	<b><u>RESOURCE IMPLICATIONS</u></b>	<b><u>PARTNERS</u></b>
Ensure all partners aware of level of need in borough and kept fully informed of demand	Arrange regular RSL forums and Housing Forums	Agreed with RP's to meet twice a year	Within existing resources	Chair of Health & Housing Housing Strategy Officer RP's
Improve single low income earners access to affordable housing	Work with developers to secure young person's accommodation	September 2022		Developers Development Control RP's
Agree one bed accommodation is developed as a priority.	Encourage private landlords to consider one bed accommodation.	April 2022	Utilise social rent grant	Housing Strategy Officer Housing Officer
Accommodation for Offenders Programme	Refer whenever relevant and make best use of service	Oct 2021	Use £1k per offender for rehousing	Gateway East Lancs Authorities Probation

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

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meeting date: THURSDAY, 17 MARCH 2022  
title: PROPOSED REVISED LANDLORD TENANT GRANT POLICY AND  
INTRODUCE A NEW GRANT FOR FIRST TIME BUYERS  
submitted by: NICOLA HOPKINS – DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING  
principal author: RACHAEL STOTT – HOUSING STRATEGY OFFICER

### 1 PURPOSE

1.1 To propose a revised renovation grant policy and to introduce a renovation grant offer to first time buyers.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – To address the housing needs of households in the borough.
- Corporate Priorities – To ensure the council is a well-managed authority providing efficient services based on identified customer needs.
- Other Considerations – None.

### 2 BACKGROUND

2.1 For the past few years financial support has been made available to deliver 2 types of grants **Disabled Facilities Grants** mandatory and discretionary **Landlord Tenant grants**.

Whilst these have been amended and updated numerous times, these 2 grants addressed two key priorities:

- To enable households to remain in their own property for as long as possible through adaptations and equipment whenever possible.
- Support private landlords to deliver affordable rental properties and therefore increase affordable housing options for people in the borough.

2.2 The Landlord Tenant Grant currently includes:

*Renovation grants may be available where substantial works are required to the dwelling to make a dwelling fit to live in. To be eligible, the property:*

- *Must be within Council Tax bands A – D*
- *currently not meeting the fitness standard for a habitable dwelling.*

*The grant assistance available is 50% of the conversion work, up to a maximum of £10,000 per flat, £15,000 per two/three bed roomed property. The property must meet the decent homes standard on completion.*

2.3 For the next financial year there is £236,000 in the budget for Landlord Tenant Grants

### 3 ISSUES

3.1 At the last meeting of this Committee it was confirmed that a review of the Landlord Tenant grant scheme was being undertaken and will be the subject of a future report to this Committee. This report sets out the conclusion of the review.

- 3.2 There has been a significant reduction in landlords registering any interest in the Landlord Tenant grant scheme. This has been the case for the past 3 or 4 years and coupled with covid has meant there is significant underspend on the budget.
- 3.3 One issue identified as a reason for the low take up rate of Landlord Tenant Grants is the current requirement to charge East Lancashire Local Housing Allowance (LHA) rate. This LHA rate is now approximately 40% lower than market rent levels and therefore a significant determining factor in landlords not willing to enter the scheme. Appendix 1 sets out the various rental levels compared to the market rent.
- 3.4 Concerns have also been raised about the availability of housing for first time buyers in the Borough. Over the past few years house prices and cost of renting has increased significantly making accessing the housing market extremely challenging particularly for first time buyers and this is particularly prevalent within a Borough like Ribble Valley.
- 3.5 House prices and demand for property is a national problem and so within the borough where house prices are above average already this has created additional difficulties for first time buyers trying to access the market.

#### 4. OPTIONS

- 4.1 The following options have been considered in respect of the Renovations Grants:
- 4.2 **Landlords:** The grant available could be increased from £15,000 to £20,000 of match funding per two/three bedroomed property.
- 4.3 **LHA Rate:** Allow Landlords to charge the Central Lancashire LHA rate on completion of the works
- 4.4 **First time buyers grant-** To introduce an additional grant available for first time buyers towards improvement of energy efficiency of the property which can include a wide range of improvements and will be determined by the dwellings Energy Performance Certificate. This could be, but not limited to, the boiler, new windows, and all forms of insulation.

4.4.1 This new grant would be for:

- Properties within Council Tax groups A-C.
  - Would be means tested.
  - On completion the EPC rating would have to reach a minimum of a C.
  - The maximum grant available would be £15,000 and will cover half of eligible costs upto £15,000 (ie match funding will be required).
  - Would be registered as a charge on the property to be repaid when the property is sold. If the property is sold after 5 years from receipt of the grant the repayment amount decreases to 50% of the total grant award.
- 4.5 Appendix 2 sets out the proposed Frist Time Buyers Grant policy.
- 4.6 Members should be aware that the proposed first-time buyers grant is likely to raise the following challenges:
- Administering such a grant could be resource intensive as each application will be specific to the dwelling in question and relate to different improvements (ie each application will be individual). At this stage it is unclear what the take up will be to understand the impact on both capacity (staff time administering and reviewing the applications) and the budget (whether the budget is sufficient).
  - First time buyers generally have limited spare cash; however, family members may assist and therefore make it difficult to assess if they are eligible.

- The improvements may require more technical input during the renovation and as technical officer post is currently vacant this may cause issues.

4.7 If Members would like to introduce this new grant it is suggested that it is trialled for a year noting the above challenges and that the 2022/23 grant budget is split equally between Landlord Renovation Grants and First Time Buyer grants

## 5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications:

- Resources – Existing budgets including underspend from the past few years will fund the scheme.
- Technical, Environmental and Legal – All grants apart from the mandatory DFG will be registered as a charge.
- Political – Assisting all aspects of the housing need is important. Both households seeking to rent and households seeking to enter into homeownership.
- Reputation – Promote the scheme across the borough to ensure all households are aware of the opportunity.

Equality & Diversity – All household needs will be considered in the renovation.

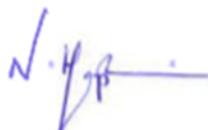
## 6 RECOMMENDED THAT COMMITTEE

6.1 Approve the revised Landlord Renovation grant policy for a 12-month trial period.

6.2 Approve the use of the Central Lancashire LHA rate for a 12-month trial period.

6.3 Confirm whether Members would like Officers to trial a First Time Buyers Grant for a 12-month trial period

6.4 Delegate a review of the above three changes to Officer to report back to a future Committee following the 12-month period.



RACHAEL STOTT  
HOUSING STRATEGY OFFICER

NICOLA HOPKINS  
DIRECTOR OF ECONOMIC  
DEVELOPMENT & PLANNING

For further information please ask for Colin Hirst, extension 4503.

## Appendix 1

Local Housing Allowance rates compared to market rent

Area	2 bed rate	3 bed rate
East Lancs LHA	390	450
Central Lancs LHA	475	550
Market rent	650	800



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

# **DISCRETIONARY PRIVATE SECTOR GRANT POLICY**

February 2022

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## **1)FIRST TIME BUYER GRANT**

In line with the Council's climate change objectives and to address a housing issue of affordability to access the housing market RVBC have introduced a grant offer to assist young people access the housing market a first-time buyer grant. This grant is made available to first time buyers purchasing a property that needs some energy efficiency improvements. A maximum grant of £15,000 per property will be made available.

An Energy Performance Certificate (EPC) must demonstrate the property as existing is rated between D to H. The eligible works will include bring the property up to EPC rating of A to C.

### **WHAT TYPE OF PROPERTY IS ELIGIBLE?**

- You may qualify if your property is 10 years old and is within the Council Tax Bands A to C and has an energy efficiency rating of D or lower.
- The property is located in the Ribble Valley.

### **WHO CAN APPLY?**

You can apply for a grant if you:

- are a first time buyer; and
- intend to occupy the property in the Ribble Valley as your main residence; and
- you are over 18 years old.

### **WHAT TYPE OF WORK IS COVERED?**

Work covered by the grant can include:

- all items identified on the EPC Certificate;
- any disrepair items that would be identified during a housing health and safety rating system (HHSRS) inspection

Additional work will need to be self-funded.

### **WHO WILL ARRANGE THE WORK?**

We do not arrange for the work to be completed or carry out the work; this is your responsibility. You will need to appoint the builder/contractor and arrange for any building regulations approval where necessary.

You may be eligible to get up to a maximum of £15,000 (the grant will cover half of eligible costs upto £15,000). The size of the grant would depend on the cost of the works required and the cost of the works that are deemed to be eligible. But with eligible works you will be required to provide two full sets of estimates and the grant award will match the lowest most reasonable set of estimates, evidencing value for money.

Approval of the grant award is at the Council's discretion and is subject to availability of funding. A grant approval certificate will be awarded before any payments will be made. Payment of the grant will be to the grant applicant and will follow the Housing Grants Construction and Regeneration 1997 grant guidance and all audit and financial regulations.

On completion of the approved grant works the property will need to be inspected and the EPC rating for the property recalculated to evidence the energy improvements made.

### **FINANCIAL ELIGIBILITY**

We will assess your income, and the total earnings of the household need to be less than £80,000 per annum. We will require:

- 3 months bank statements;
- 3 months wage slips;
- evidence of all savings and any other income source.

The calculation will consider your family circumstances and remains at the Council's discretion. The calculation needs to show that your income and savings mean you are not in a position to fund the cost of the works entirely.

## **CONDITIONS OF THE GRANT**

When you apply for the grant, you must occupy the dwelling as your main and only residence for the next 5 years. If during those first 5 years from the date of which the work is signed off by the Technical Officer, you break this agreement, you will be asked to repay the grant monies, unless there is supporting evidence as to why there were exceptional circumstances that meant you could no longer remain in the property. This would be at the Council's discretion and considered by Health and Housing Committee.

The value of the grant award will be placed as a Land Charge and registered at the Land Registry against the property. This will remain registered with no inflation added until the point at which the property is sold. At that point the Council will be repaid the grant monies. In the event that the property is sold after a period of 5 years the grant repayment will reduce to 50% of the total grant award.

## **2) LANDLORD TENANT GRANT SCHEME**

The Council support private sector landlords to renovate rented property to bring additional affordable rented units on to the market. This increases the supply of affordable rent in the borough and guarantees good quality rental accommodation. The Council match fund private sector landlords' investment in property on the condition that on completion the property is rented out at an affordable rent level.

### **WHAT TYPE OF PROPERTY IS ELIGIBLE?**

Firstly, we ask landlords to register on a waiting list to show interest in the Landlord Tenant Grant Scheme and all types of properties will be considered but at any one time we will look at specific housing need in the area in which the property is located (2 and 3 bed properties are most needed).

Any private landlord can apply for the grant. The grant award is at the Council's discretion and any issue with previous management of stock in the borough may result in not being eligible.

You must own the property, be over 18 and have a repairing responsibility.

### **WHAT TYPE OF WORK IS COVERED?**

Work covered by the grant can include all items that are identified during the HHSRS inspection, which will be undertaken at the start of the application and any items identified on the EPC Certificate,

We do not arrange for the work to be completed or carry out the work; this is your responsibility as Landlord. You will need to appoint a builder/contractor and arrange for any building regulations, planning permission etc where necessary.

You may be eligible to get up to a maximum of £20,000 which is match funded. The size of the grant would depend on the cost of the works required and the cost of the works that are deemed to be eligible for each individual property. The total cost of the works will be agreed and then a 50% contribution will be offered by the Council.

For all the eligible work costs you will be required to provide 2 full sets of estimates and the grant award will match 50% the lowest most reasonable set of estimates. The estimates will be assessed by a technical officer and from that a grant approval certificate issued. From that date works can commence.

If you would like to carry out the works yourself, if you are a limited company, then this is permitted but the eligible works are for materials only and any labour costs cannot be included.

Approval of the grant at the Council's discretion and is subject to availability of funding at any time.

### **FINANCIAL ELIGIBILITY**

There is no means test requirement for the landlord tenant grant as the benefit to the Council is additional affordable rent property which is the priority for the grant initiative.

### **CONDITIONS OF THE GRANT**

When you apply for the grant, it is made clear that the housing management and/or landlords responsibility remain with the owner of the property. The grant is to provide capital investment into the renovation costs to bring the property up to a better standard and on condition of receipt of the grant the following is required for 5 years.

The property must be let at Central Lancs LHA rate for the house type and must be managed and rented out as an affordable rent for 5 years from the completion of the work, all nomination rights for the property are to be at the Council's discretion and the Council will provide, where possible, 3 suitable tenants to occupy the property.

The Landlord must also accept the Council's paper bond and accept the terms of protection scheme and therefore not require a month's rent up front or any bond off the tenant.

The grant will be registered a charge from the grant condition period of 5 years, any breach of the planning conditions and the owner of the property has to repay the grant conditions. The grant is registered as a charge against the property for 5 years from the date of completion.

### **MONITORING**

All grants are monitored and any approvals are reported to the next Health and Housing Committee. Both these grants are discretionary and therefore subject to the allocated budget. Health and Housing Committee will approve the annual budget for both schemes.

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

meeting date: 17 MARCH 2022  
 title: REVENUE MONITORING 2021/22  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

### 1 PURPOSE

1.1 To provide this Committee with information relating to the progress of the 2021/22 revenue budget, as at the end of January 2022.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – none identified.
- Corporate Priorities - to continue to be a well-managed council providing efficient services based on identified customer need, whilst ensuring the Council provides council tax payers with value for money.
- Other Considerations – none identified.

### 2 REVENUE MONITORING 2021/22

2.1 Shown below, by cost centre, is a comparison between actual expenditure and the revised estimate budget for the period April 2021 to January 2022. You will see an overall underspend of £81,750 on the net cost of services, after allowing for transfers to and from earmarked reserves. Please note that underspends and additional income are denoted by figures with a minus symbol.

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £	
AFHOU	Affordable Rent Properties	1,890	-5,978	-6,610	-632	G
APLAC	Alma Place Unit	1,820	-802	-1,892	-1,090	G
AWARM	Affordable Warmth	490	410	217	-193	G
CLAIR	Clean Air	1,630	442	1,073	631	G
CLAND	Contaminated Land	9,750	0	0	0	G
CLCEM	Clitheroe Cemetery	36,580	-8,754	-7,137	1,617	G
CLDCY	Closed Churchyards	5,320	5,320	5,022	-298	G
CLMKT	Clitheroe Market	-48,870	-119,875	-123,602	-3,727	A
CMGHH	Community Groups - Health & Housing	7,280	0	0	0	G
COMNL	Common Land	710	576	0	-576	G
CTBEN	Localised Council Tax Support Admin	143,970	-10,752	-13,547	-2,795	A
DOGWD	Dog Warden & Pest Control	134,590	19,785	17,533	-2,252	A

Cost Centre	Cost Centre Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £	
ENVHT	Environmental Health Services	47,370	-119,861	-123,728	-3,867	A
HGBEN	Housing Benefits	152,310	38,521	-4,742	-43,263	R
HOMEE	Home Energy Conservation	6,400	368	0	-368	G
HOMES	Homelessness Strategy	28,640	-49,075	-73,354	-24,279	R
HSASS	Housing Associations	6,920	0	0	0	G
HSTRA	Housing Strategy	48,660	6,574	5,642	-932	G
IMPGR	Improvement Grants	74,060	-22,586	-23,663	-1,077	G
JARMS	Joiners Arms	55,110	13,448	14,612	1,164	G
SHARE	Shared Ownership Rents	-410	-1,330	-1,329	1	G
SUPPE	Supporting People	-25,870	-33,350	-33,351	-1	G
UCRED	Universal Credit	22,250	-1,100	-1,106	-6	G
<b>Net Cost of Services</b>		<b>710,600</b>	<b>-288,019</b>	<b>-369,962</b>	<b>-81,943</b>	
<b>Transfers to/(from) Earmarked Reserves</b>						
	Equipment Reserve - Dog Warden Signs Reserve	-3,980	0	0	0	
	Equipment Reserve - Joiners Arms Furniture and Equipment Reserve	-500	0	0	0	
	Housing Related Grants Reserve - Domestic Abuse Support Reserve	33,350	0	0	0	
	Housing Related Grants Reserve - Affordable Warmth Grant Reserve	-490	-410	-217	193	
<b>Net Cost of Services after Transfers to/(from) Earmarked Reserves</b>		<b>738,980</b>	<b>-288,429</b>	<b>-370,179</b>	<b>-81,750</b>	

Key to Variance shading	
Variance of £5,000 or more (Red)	R
Variance between £2,000 and £4,999 (Amber)	A
Variance less than £2,000 (Green)	G

- 2.2 The red variances highlight specific areas of high concern, for which budget holders are required to have an action plan. Amber variances are potential areas of high concern and green variances are areas which currently do not present any significant concern.
- 2.3 The main variances between budget and actuals on individual budget codes within cost centres have also been highlighted and explained, as follows:
- Red budget code variances (£5,000 or more) are shown with the budget holder's comments and agreed actions in Annex 1.
  - Amber budget code variances (£2,000 to £4,999) are shown with the budget holder's comments in Annex 2.

- 2.4 The largest underspend to date is the Housing Benefits rent allowance payments underspend of £41,769. This is likely to be broadly matched by reduced Housing Benefits subsidy grant income at year-end, meaning there is unlikely to be a significant underspend at year-end.
- 2.5 Outlined below are the main variances to the end of January 2022 that are unlikely to be rectified by the end of the financial year.

Description	Variance to the end of January 2022 £
<p><b>Homelessness Strategy/Homelessness Temporary Accommodation</b> – There is an on-going impact from Covid-19 on homelessness, alongside many other factors, and the Council has incurred homelessness temporary accommodation costs in-year. However, those costs are currently being covered by un-ring fenced MHCLG Covid-19 funding under the Policy and Finance Committee budget. The impact for this Committee is therefore an underspend to date on the normal homelessness temporary accommodation budget.</p> <p><i>The budget and allocation of homelessness temporary accommodation costs will be kept under review until financial year-end.</i></p>	-8,724
<p><b>Homelessness Strategy/Grants to Individuals - Accommodation for Ex-Offenders Scheme</b> – The Council has received grant funding from DLUHC to help ex-offenders secure rented accommodation up until July 2022. At the end of January 2022, support was being provided to some ex-offenders but no payments had been made. Some payments will be made in-year.</p> <p><i>Any unspent grant funding at financial year-end will be set aside in an earmarked reserve for use between April and July 2022.</i></p>	-7,500
<p><b>Clitheroe Market/Stalls</b> – Increased income due to continuing higher demand for stalls from traders in-year in this demand-led fluctuating service area.</p>	-3,331
<p><b>Clitheroe Cemetery/Grounds Maintenance</b> - Increased grounds maintenance time input costs for the year to date. This is due to an increase in estimated net expenditure for the grounds maintenance service in 2021/22 that was not reflected in the Clitheroe Cemetery revised estimate budget.</p>	3,186

### 3 CONCLUSION

- 3.1 The comparison between actual expenditure and the revised estimate budget for this Committee at the end of January 2022 shows a net underspend of £81,750, after allowing for transfers to and from earmarked reserves.
- 3.2 The largest underspend to date is the Housing Benefits rent allowance payments underspend of £41,769. This is likely to be broadly matched by reduced Housing Benefits subsidy grant income at year-end, meaning there is unlikely to be a significant underspend at year-end.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH1-22/AC/AC

4 March 2022

1-22hh  
3 of 7

Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £	Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant	
HGBEN/4652	Housing Benefits/Rent Allowance Payments	5,301,510	4,547,635	4,508,387	-41,769	R	Rent Allowance payments are 0.9% lower than budgeted for at revised estimate stage, after adjusting for recovery of benefits overpayments and non-cash transactions. We budgeted for Rent Allowance caseload to reduce and associated payments to reduce, mainly due to the on-going caseload migration from Housing Benefits to Universal Credit in Ribble Valley. The caseload reduction impact on actual payments to date in 2021/22 is higher than budgeted for.	Any lower Rent Allowance payments for the year as a whole will be reflected in less Rent Allowance subsidy grant income received at year-end from the DWP, as payments for the full year are broadly funded by subsidy grant received at year-end. As a result, there is unlikely to be a significant net underspend at year-end.
HGBEN/8814z	Housing Benefits/Recovery of Rent Allowance Payments	-27,060	16,300	13,779				
HOMES/2450	Homelessness Strategy/Homelessness Temporary Accommodation	10,470	8,724	0	-8,724	R	There is an on-going impact from Covid-19 on homelessness, alongside many other factors, and the Council has incurred homelessness temporary accommodation costs for the year to date. However, those costs are currently being covered by un-ring fenced MHCLG Covid-19 funding under the Policy and Finance Committee budget. The impact for this Committee is therefore an underspend to date on the normal homelessness temporary accommodation budget.	The budget and allocation of homelessness temporary accommodation costs will be kept under review until financial year-end.

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## Health and Housing Committee Revenue Monitoring – Red Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £		Reason for Variance	Action Plan as agreed between the Budget Holder and Accountant
HOMES/ 4660	Homelessness Strategy/Grants to Individuals - Accommodation for Ex-Offenders Scheme	10,000	7,500	0	-7,500	R	The Council has received £10,000 ring-fenced grant funding from DLUHC to help ex-offenders secure rented accommodation, via payments of, for example, advance rent, rent deposits and/or help with furniture costs. This scheme runs until July 2022. At the end of January 2022 no payments had been made.	Support is being provided to some ex-offenders and some payments will be made in-year. Any unspent grant funding at financial year-end will be set aside in an earmarked reserve for use between April and July 2022.

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £	Reason for Variance
HOMES/ 4661 Page 76	Homelessness Strategy/Grants to Individuals - HPG Winter Covid-19 rent arrears support scheme	14,240	4,747	0	-4,747	<b>A</b> In October 2021, the Council received £14,240 additional ring-fenced grant funding from DLUHC to support low-income private renters with Covid-19 related rent arrears to avoid eviction or find a new home. This funding must be spent or committed by 31 March 2022. The Council has a scheme in place to assess any applications for this support, but at the end of January 2022 no payments had been made. Financial support will be provided to any applications deemed to be eligible under the Council's grant scheme up until 31 March 2022.  Any unspent funding at financial year-end is likely to be repaid to DLUHC, unless further approval for use in future time periods is received from DLUHC, so there will be no significant net underspend at year-end.
HOMES/ 8802u	Homelessness Strategy/Dwelling Rents	0	0	-4,027	-4,027	<b>A</b> This is rental income that the Council now receives for use of 23 Wellbrow Drive as homelessness temporary accommodation. Subject to any void periods, this income is used to help cover the rental costs that the Council incurs from the licence agreement entered into to formally rent the property from Onward Homes (see HOMES/2446 below).  No formal budget is in place for this property currently. However, use of the property was approved by this Committee in January 2022 and approval for the property's budget, including this rent income amount, is being considered by Policy and Finance Committee at its next meeting in March 2022. If the budget is approved, there will be no significant over-recovery of income variance for this rent income at year-end.

Health and Housing Committee Revenue Monitoring – Amber Variances

Ledger Code	Ledger Code Name	Net Budget for the Full Year £	Net Budget to end of January 2022 £	Actual including Commitments to end of January 2022 £	Variance £		Reason for Variance
CLMKT/8825n	Clitheroe Market/Stalls	-18,710	-15,596	-18,927	-3,331	A	There has been a continuing higher demand for stalls from traders in-year in this demand-led fluctuating service area.
CLCEM/5056	Clitheroe Cemetery/Grounds Maintenance	64,760	53,970	57,156	3,186	A	Increased grounds maintenance time input costs for the year to date. This is due to an increase in estimated net expenditure for the grounds maintenance service in 2021/22 that was not reflected in the Clitheroe Cemetery revised estimate budget.
Page 77 HOMES/2446	Homelessness Strategy/Rent of Buildings	0	0	3,445	3,445	A	<p>The Council incurs rent costs from the licence agreement entered into with Onward Homes for use of 23 Wellbrow Drive as homelessness temporary accommodation. The Council also receives rental income from use of the building as a homelessness unit (see HOMES/8802u above) to help cover these rental costs, subject to any void periods.</p> <p>No formal budget is in place for this property currently. However, use of the property was approved by this Committee in January 2022 and approval for the property's budget, including these rental costs, is being considered by Policy and Finance Committee at its next meeting in March 2022. If the budget is approved, there will be no significant overspend variance for these rent costs at year-end.</p>

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## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH AND HOUSING COMMITTEE

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meeting date: 17 MARCH 2022  
 title: CAPITAL PROGRAMME 2022/23  
 submitted by: DIRECTOR OF RESOURCES  
 principal author: ANDREW COOK

### 1 PURPOSE

1.1 To inform members of the schemes approved for inclusion in this Committee's 2022/23 capital programme.

### 2 BACKGROUND

2.1 All committees were asked to put forward proposals for any new capital schemes for inclusion in a five-year capital programme for 2022/23 to 2026/27. At its meeting on 13 January 2022, members considered schemes that had been put forward for this committee.

2.2 In light of the uncertainty regarding local government funding beyond 2022/23 and the impending fair funding review, all new bids, across all committees were set aside until later in the 2022/23 financial year for consideration once there is more certainty around local government funding. As a result, a three-year capital programme for 2022/23 to 2024/25 is now in place.

2.3 The Council's overall capital programme for the three-year period 2022/23 to 2024/25 totals £5,563,970 for all committees. The total for this Committee is £1,737,240 over the three-year life of the programme. £782,540 of this relates to the 2022/23 financial year.

### 3 CAPITAL PROGRAMME 2022/23 – APPROVED SCHEMES

3.1 For this Committee there are six approved schemes in the 2022/23 capital programme, totalling £782,540. These are shown in the table below.

Cost Centre	Scheme	Budget for 2022/23 £
DISCP	Disabled Facilities Grants *	393,000
LANGR	Landlord/Tenant Grants <i>(Includes £186,740 budget moved from 2021/22)</i>	236,740
CMIMP	Clitheroe Market Improvements <i>(Budget moved from 2021/22)</i>	78,600
PVFJP	Replacement of Pest Control Van (PK13 FJP) <i>(Budget moved from 2021/22 and £2,200 additional budget approved for this scheme)</i>	16,000
PVEYC	Replacement of Dog Warden Van (PE64 EYC) <i>(Budget moved from 2021/22 and £2,500 additional budget approved for this scheme)</i>	16,000
JROOF	Joiners Arms Roof Renewal ** <i>(Budget moved from 2021/22)</i>	42,200
	<b>Total - Health and Housing Committee</b>	<b>782,540</b>

**NOTES:**

**\* Disabled Facilities Grants – This scheme is funded by a yearly grant allocation from central government. The scheme is included in the original estimate capital programme at an indicative value of £393,000, on the basis that the scheme budget will be re-set to match the actual Disabled Facilities Grants 2022/23 grant allocation from central government, when notified to the Council.**

**\*\* Joiners Arms Roof Renewal - The latest cost estimate provided by the contractor is £44,250, because of an increase in slate materials costs. This is higher than the scheme budget of £42,200, so additional budget approval will be requested in 2022/23 once the final scheme cost is confirmed.**

- 3.2 The detailed information for each scheme is shown in **Annex 1**.
- 3.3 During the closure of our capital accounts there may be some slippage on schemes in the current financial year, 2021/22. A report will be brought to a future meeting of this Committee giving details of any slippage on 2021/22 capital schemes and any slippage will also be reported to Budget Working Group.
- 3.4 Responsible officers will complete and update capital monitoring sheets for each scheme, which will be reported regularly to members to give an indication of progress.

4 CONCLUSION

- 4.1 This Committee has a capital programme for 2022/23 of six schemes, totalling £782,540.
- 4.2 The Disabled Facilities Grants scheme budget is currently an indicative amount. The actual scheme budget will be confirmed when the 2022/23 grant allocation from central government is notified to the Council.
- 4.3 Additional budget approval will be required for the Joiners Arms Roof Renewal scheme in 2022/23 once the final scheme cost is confirmed.
- 4.4 Any slippage on schemes in the 2021/22 capital programme will be reported to this Committee.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

HH2-22/AC/AC  
7 March 2022

For further background information please ask for Andrew Cook.  
BACKGROUND PAPERS – None

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# Disabled Facilities Grants

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**Service Area: Housing and Regeneration**

**Submitted by: Colin Hirst**

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## **Brief Description of the Scheme:**

The scheme provides grant aid to adapt homes so elderly and disabled occupants can remain in their own home. The grants can provide for minor adaptation, for example the installation of a stair lift, up to the provision of a bathroom and bedroom extension.

## **Revenue Implications:**

Administration fees are paid to the Council for any individual Disabled Facilities Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

## **Timescale for Completion:**

The Disabled Facilities Grants budget operates throughout the financial year.

## **Any Risks to Completion:**

Availability of technical staff and contractors to ensure grant schemes are designed and delivered promptly. This has been a major factor in the slower completion of schemes in both 2020/21 and 2021/22.

The population age of Ribble Valley occupants is increasing and therefore demand for the service will continue, but with finite resources.

The scheme is dependent on the level of funding awarded by the government.

## **Capital Cost:**

<b>2022/23</b> £
393,000

*Please Note - The value above is indicative only and the actual scheme budget will be set to match the actual government grant funding received in-year. Notification of the 2022/23 funding allocation is expected in Spring 2022.*

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# Landlord/Tenant Grants

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**Service Area: Housing and Regeneration**

**Submitted by: Colin Hirst**

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## **Brief Description of the Scheme:**

The scheme match funds a landlord's investment in a property in return for an affordable rental property. Conditions of the grant are nomination rights and a set rent level in line with LHA. The scheme is crucial for move-on accommodation for families in temporary accommodation as the social housing waiting list is so long. The scheme is also used to bring empty properties back into use.

## **Revenue Implications:**

Administration fees are paid to the Council for any individual Landlord/Tenant Grants scheme that the Council administers. The actual administration fee income varies each year, dependent on the number and value of schemes completed in-year.

## **Timescale for Completion:**

The Landlord/Tenant Grants budget operates throughout the financial year.

## **Any Risks to Completion:**

Dependent on demand for the scheme.

Attractiveness or not of the scheme's grant conditions to landlords, such as the set rent level and nomination rights.

## **Capital Cost:**

2022/23 £
236,740

*Please Note – The £236,740 budget for 2022/23 is made up of two elements:*

- *£50,000 capital scheme bid for 2022/23.*
- *In January 2022 this Committee approved the transfer of £186,740 of the 2021/22 Landlord/Tenant Grants scheme budget from 2021/22 to the 2022/23 financial year. This was because Housing officers did not expect any further grants to be approved and completed in 2021/22 in addition to the grants already approved at that stage.*

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# Clitheroe Market Improvements

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**Service Area: Regeneration and Clitheroe Market**

**Submitted by: Nicola Hopkins**

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**Budget moved from 2021/22:**

The work on the initial phase of market improvements was completed in 2020/21 and there is £78,600 budget available for a further phase of market improvements. The plans for this further phase of work were held up over the Covid-19 lockdown periods and therefore meetings with traders to discuss and consult on plans for the next phase of works only began again in late 2021. The aim now is to complete the improvement works in 2022/23.

Given the above, in January 2022 this Committee approved the transfer of the £78,600 remaining scheme budget from 2021/22 to the 2022/23 financial year.

**Capital Cost:**

<b>2022/23</b> £
78,600

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# Replacement of Pest Control Van (PK13 FJP)

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**Service Area: Dog Warden & Pest Control**

**Submitted by: Matthew Riding**

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**Budget moved from 2021/22 and additional budget approved:**

The current van is required to transport pest control staff to various sites around the borough to carry out their work. This scheme, for the replacement of the current pest control van with a like for like van, was included in the 2021/22 capital programme with a scheme budget of £13,800.

During 2021/22 it was decided that the current van was in good enough condition to continue to be used throughout the year, so the purchase of the new van was planned to take place in 2022/23. In addition, an updated guide price was obtained for a replacement van, meaning the latest cost estimate increased to £16,000, which was a £2,200 increase on the original £13,800 scheme budget.

Given the above, in January 2022 this Committee approved the transfer of the £13,800 scheme budget from 2021/22 to the 2022/23 financial year and in February 2022 Special Policy and Finance Committee approved additional budget of £2,200 for this scheme.

This means the 2022/23 scheme budget is £16,000.

**Capital Cost:**

<b>2022/23</b> £
16,000

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# Replacement of Dog Warden Van (PE64 EYC)

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**Service Area: Dog Warden & Pest Control**

**Submitted by: Matthew Riding**

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**Budget moved from 2021/22 and additional budget approved:**

The current van is required to transport dog warden staff to various sites around the borough to carry out their work. This scheme, for the replacement of the current dog warden van with a like for like van, was included in the 2021/22 capital programme with a scheme budget of £13,500.

During 2021/22 it was decided that the current van was in good enough condition to continue to be used throughout the year, so the purchase of the new van was planned to take place in 2022/23. In addition, an updated guide price was obtained for a replacement van, meaning the latest cost estimate increased to £16,000, which was a £2,500 increase on the original £13,500 scheme budget.

Given the above, in January 2022 this Committee approved the transfer of the £13,500 scheme budget from 2021/22 to the 2022/23 financial year and in February 2022 Special Policy and Finance Committee approved additional budget of £2,500 for this scheme.

This means the 2022/23 scheme budget is £16,000.

**Capital Cost:**

<b>2022/23</b> £
16,000

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# Joiners Arms Roof Renewal

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**Service Area: Joiners Arms (homelessness unit)**

**Submitted by: Colin Hirst**

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**Budget moved from 2021/22:**

This scheme is for the re-roofing of the Council's Joiners Arms homelessness unit at 90 Whalley Road. The existing coverings (main and extension roofs) will be removed and replaced because they have reached the end of their expected life span. Burlington Slate must be used where appropriate as per the requirements of RVBC's Planning department (the property is a Grade II listed building).

Other works are also included because the chimneys, associated flashings, mortar flaunching and rainwater goods are in need of repair work and rendering work is required at the rear of the property.

The scheme was subject to delay in 2021/22, initially due to difficulty in getting contractors to provide quotes and then because of the lead time for the sourcing of slate roof tiles (estimated delivery time being August 2022). The work was ordered from the preferred contractor at an initial price of £43,050 plus a future 8% uplift in slate materials costs from the supplier, meaning the scheme cost was likely to increase further.

Given this, in January 2022 this Committee approved the transfer of the original £42,200 scheme budget from 2021/22 to the 2022/23 financial year, on the basis that once the final scheme cost is confirmed then an additional budget approval will be requested.

*Please Note - The latest cost estimate provided by the contractor is £44,250, including the 8% increase in slate costs, so additional budget approval will be requested in 2022/23.*

**Capital Cost:**

<b>2022/23</b> <b>£</b>
42,200

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

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