

Taunton Deane Borough Council

Executive – 5 February 2015

Capital Programme Budget Estimates 2015/16

Report of the Finance Manager

(This matter is the responsibility of the Leader of the Council, Councillor John Williams)

IMPORTANT NOTICE FOR MEMBERS

In order for this item to be debated in the most efficient manner at the Executive meeting, Members are requested to contact the named officers at the end of this report in advance of the meeting with queries regarding points of detail or requests for further supporting information.

1 Executive Summary

The purpose of this report is for the Executive to consider and finalise its Draft Budget proposals for the 2015/16 General Fund and Housing Revenue Account Capital Programmes, for recommendation to Full Council on 24 February 2015.

The 2015/16 proposals have been prepared in line with limited General Fund capital resources being available. The Council is however setting aside significant sums from the New Homes Bonus Grant, which provides a funding stream that can be used to support Growth and Regeneration schemes in future.

The draft General Fund capital programme totals £1.012m and the draft HRA capital programme includes proposed investment of £8.67m in the Council's housing stock. This includes major works, including adaptations, on existing dwellings and improvements to related assets, and £1m investment in new stock.

2 Purpose

2.1 The purpose of this report is for the Executive to consider and finalise its Draft General Fund Capital Programme and HRA Capital Programmes, for recommendation to Full Council on 24 February 2015.

3 Corporate Scrutiny Comments

3.1 The Draft budget was presented to Corporate Scrutiny on 22 January 2015 for review and comment. The Committee supported the recommendations within the report, and there were no specific comments for the Executive to consider.

4 2015/16 Draft General Fund Capital Programme

4.1 In December, Members were provided with the initial draft capital programme ideas as part of the Members Budget Consultation Pack. This set out the bids received from budget holders and were shown against the prioritisation system devised by the Joint Management Team and supported by Members. The prioritisation system was developed in order to ensure that the Council's very limited Capital Resources are channelled at key projects.

4.2 Capital bids are assessed using the following approved criteria.

Priority	
1	Business Continuity (corporate / organisational)
2	Statutory Service Investment (to get to statutory minimum / contractual / continuity)
3	Growth (top 5)
4	Transformation
5	Others

4.3 The proposed **Draft General Fund Capital Programme for 2015/16 totals £1,012k**. Table 1 details bids submitted by officers for DLO schemes and Table 2 details bids submitted for General Fund Schemes, and these have been prioritised for consideration by Members for the 2015/16 Capital Programme.

Table 1: Bids Submitted for DLO Schemes

Project	Cost £k	Priority				
		1	2	3	4	5
Annual DLO RCCO Funded Projects						
DLO Vehicles	180		180			
DLO Plant	23		23			
Total	203		203			

Table 2: Bids Submitted for General Fund Schemes

Project	Cost £k	Priority				
		1	2	3	4	5
PC Refresh	60	30	30			

Waste Containers	50		50			
Play Equipment – Grants	20					20
Play Equipment – Replacement	20		20			
Disabled Facilities Grant	388		388			
Car Park Improvements	126		126			
Deane Helpline Equipment replacement	25		25			
Relocation of Tourist Information Centre	120			120		
Total	809	30	639	120	0	20

Capital Schemes Explained

4.4 DLO Vehicle Replacement - £180,000

This provides the DLO with a budget for the cost of the rolling programme of vehicle replacement. The costs will be funded from DLO reserves. This is funded from a yearly RCCO from the DLO.

4.5 DLO Plant - £23,000

This is to replace small capital items of DLO plant and equipment, funded from DLO reserves. This is funded from a yearly RCCO from the DLO.

4.6 PC Refresh - £60,000

This provides annual refresh of desktops and laptops owned by the Council.

4.7 Waste Containers - £50,000

This enables the purchase of new and replacement waste and recycling containers (bins, boxes) as part of the ongoing costs of the Somerset Waste Partnership. The bid is up to 2016/17 and is funded from a yearly RCCO from the general fund.

4.8 Play Equipment Grants - £20,000

It is proposed to combine the historic schemes of grants to clubs and grants to parishes into a single pot of £20,000 and prioritise bids within this cash limit.

4.9 Replacement Play Equipment - £20,000

This is for the replacement of TDBC - owned play equipment. This is funded from a yearly RCCO from the general fund.

4.10 Grant Funded Disabled Facility Grants – Private Sector - £388,000

The Council has a statutory duty to provide grants to enable the adaptation of homes to help meet the needs of disabled residents. The grants are means-tested and the County Council and the Clinical Commissioning Group provide a contribution towards the Council's costs via a grant. For 2015/16 the grant available to support capital spending is £388,000.

4.11 Car Park Improvements - £126,000

This provides an annual budget of £126k to enable the Council to carry out improvements to Orchard car park. This is funded from a yearly RCCO from the general fund.

4.12 **Deane Helpline - £25,000**

To enable the business to run throughout the year, a capital budget is required for replacement and new lifeline machines and pendants. Without this funding clients could be left without the appropriate equipment to support them and it would not be possible to take on new customers.

4.13 **Tourist Information Centre (TIC) Relocation - £120,000**

It is proposed to move the TIC to the Market House following redevelopment. Further details are given in a separate report which will be presented alongside this report. This is to be funded from RCCO from the New Homes Bonus Reserve.

4.14 The Executive is minded to support the proposed Capital Programme to incorporate all of the above bids, totalling £1,012k. This is affordable based on available funding, as shown later in this report.

Investment in Growth and Development Schemes

4.15 In addition to the above schemes which primarily deliver service continuity and improvements, the table below incorporates the highest priority 'Growth' schemes. The table indicates the estimated total costs of each scheme. It is not expected that TDBC would be liable for the full amounts but we would anticipate needing to make a financial contribution towards these. The Council's strategy of setting aside the majority of New Homes Bonus grant could provide funding towards these schemes in future.

Table 3: Bids Submitted for Growth Schemes

Project	Cost £k	Priority				
		1	2	3	4	5
Growth Schemes						
Firepool Infrastructure and Planning	3,500			3,500		
Toneway Corridor Improvements (incl Creech Castle)	23,120			23,120		
J25 Improvements	9,240			9,240		
Taunton Strategic Flood Alleviation Work	15,000			15,000		
Total	50,860			50,860		

5 Funding the Draft General Fund Capital Programme

5.1 Funding for capital investment by the Council can come from a variety of sources:

- Capital Receipts
- Grant Funding
- Capital Contributions (e.g. from another Local Authority/s.106 Funding)
- Revenue budgets/reserves (often referred as RCCO – Revenue Contributions to Capital Outlay)
- Borrowing

5.2 Table 4 below summarises the proposed funding of the Draft Capital Programme for 2015/16.

Table 4: Funding of the 2015/16 Capital Programme

	Current Balance 2014/15 £k	Expected Funding 2015/16 £k	Funding Allocated To 2015/16 £k	Unallocated Balance 2015/16 £k
General Fund				
DLO				
DLO RCCO	0	203	(203)	0
General Funding				
Capital Receipts (share of RTB Receipts)	0	128	0	128
Government Grants	0	388	(388)	0
Revenue Contribution to Capital Outlay	0	442	(421)	21
TOTAL Funding	0	1,161	(1,012)	149

5.3 The table shows that the proposed Capital Programme for 2015/16 is fully funded through a combination of revenue contributions (DLO and General) plus grant funding provided via SCC. There will be projected unallocated resources of £149k, pending actual capital receipts arising, which will provide some flexibility to support future priority schemes.

Funding Sources Explained

5.4 **Capital Receipts General:** These come from the sale of the Council's assets. The Council also receives regular receipts from the sale of Council Houses (Right To Buys), and a proportion is retained by the General Fund.

5.5 **Capital Receipts Housing (non-HRA):** These are capital receipts received which are ring-fenced to be spent on affordable housing initiatives. The principle has been supported by Full Council that any future external funding received for affordable housing should be allocated to affordable housing projects and automatically added to the Capital Programme.

5.6 **Grant Funding:** The Council receives capital grant for Disabled Facilities Grant. The grant for 2015/16 is £388k. This grant is now rolled into the Better Care Fund (BCF) and it is the responsibility of the commissioners of the fund – the Clinical Commissioning Group (CCG) and Somerset County Council – to decide how the money is allocated. TDBC has representation on various groups to try and ensure our interests are looked after.

5.7 **Capital Contributions:** This could take the form of capital contributions from

other Authorities or developers in the form of s.106 funding.

5.8 **Revenue Funding (RCCO):** This could either be part of the Council's base budget or funding from reserves.

5.9 **Borrowing:** This would be in the form of taking out a loan either from the markets or through the PWLB which would incur interest costs chargeable to the revenue budget. There is also "internal borrowing" which is treated the same as external borrowing from funding purposes, but uses cash balances rather than taking out a physical loan.

6 2015/16 Draft Housing Revenue Account Capital Programme

6.1 The proposed Draft HRA Capital Programme 2015/16 totals £8.67m. This is part of a 5-Year Capital Expenditure Estimate of some £40.34m for the period 2015/16 to 2019/20.

6.2 This does not include re-profiled from the current financial year, which will be recommended to Members for a Budget Carry Forward as part of the year end Outturn Report in June 2015.

6.3 Members are aware that a significant amount of work has been undertaken in previous years to produce and update a 30-year projection of capital expenditure requirements within the HRA as part of the extensive preparation for the move to HRA Self Financing. This culminated in the approval of a 30-Year Business Plan which is reviewed every year. This includes the capital investment requirements over the long term. The Draft 2015/16 HRA Capital Programme reflects the priorities as set out in the updated Plan.

6.4 Table 5 shows the total Draft high level 5-Year Programme estimated costs. This is in line with the current Business Plan, with a higher budget to year 7 of the Business Plan (2018/19). This is in recognition of the backlog of major works required which have been spread over this period.

Table 5: Draft HRA Capital Programme Totals 2015/16 to 2019/20

	2015/16 £k	2016/17 £k	2017/18 £k	2018/19 £k	2019/20 £k	5-Year Total £k
6.5 M Capital Programme	8,665.0	8,715.0	8,869.0	8,928.0	5,158.0	40,335.0

Members are being asked to approve the Capital Maintenance and Improvement Works Programme budget for 2015/16 at £8,665k.

6.6 Table 6 gives a breakdown of proposed Capital Programme for 2015/16. This is provided to highlight the proposed capital investment requirements in the next budget year.

Table 6: Draft HRA Capital Programme 2015/16

Project	Total Cost £
Major Works	6,590,000
Improvements	155,000
Related Assets	125,000
Exceptional Extensive Works	260,000
Disabled Facilities Grants and Aids and Adaptations	435,000
IT Systems and Software Improvements	100,000
Social Housing Development Fund	1,000,000
Total Proposed HRA Capital Programme 2015/16	8,665,000

Major Works

Table 7: Major Works

Project	Total Cost £
Kitchens	635,000
Bathrooms	1,640,000
Roofing	50,000
Windows	50,000
Heating Systems	2,220,000
Doors	460,000
Fire Safety Work	165,000
Fascias and Soffits	460,000
Air Source Heat Pumps	695,000
Door Entry Systems	205,000
Cavity Wall Insulation	10,000
Total Major Works	6,640,000

- 6.7 The budget for major works has been identified through making a number of assumptions as to what will need to be replaced and what work is able to be done in line with the business plan.
- 6.8 The detail used to make up the budget is shown in Table 7. This is subject to change depending on factors such as contractor availability and any changes to the profile of spend will be agreed with the Director for the service.
- 6.9 A description of each of the projects detailed in the table is as follows:

- Kitchens: This is for the replacement of kitchens as and when required.
- Bathrooms: This is for the replacement of bathrooms as and when required.
- Roofs: Roofs are replaced as and when required.
- Windows: This project is to replace the oldest double glazed windows.
- Heating Systems: The replacement and upgrade of boilers and heating systems.
- Doors: This project replaces doors for better energy conservation and security issues.
- Fascias, Soffits and Rainwater Goods: This is for replacement where necessary.
- Fire Safety Works in Communal Areas: This is to fund works identified on the TDBC action plan following the fire in the communal area of a block of flats. The action plan was accepted by the Fire Service.
- Door Entry Systems: This is for the installation of door entry systems in all blocks of flats.
- Cavity Wall Insulation: The upgrade of cavity wall insulation in dwellings.

Improvements

Table 8: Improvements

Project	Total Cost £
Sustainable Energy Fund	100,000
Environmental Improvements	50,000
Tenants Improvements Allowance	5,000
Total Improvements	155,000

- 6.10 This line in the capital programme also contains a number of areas of improvement spend identified through the HRA business plan. The detail of this budget is expected to be as shown in Table 8 above but changes can be approved by the Director.

Related Assets

Table 9: Related Assets

Project	Total Cost £
Meeting Hall Improvements	30,000
Garages	30,000
Sewage Treatment Plants	20,000
Unadopted Areas	45,000
Total Related Assets	125,000

- 6.11 This line in the capital programme is for work to non-dwelling assets such as garages and sewage treatment works. The detail of this budget is expected to

be as shown in Table 9 above but changes can be approved by the Director.

Exceptional/Extensive Works

- 6.12 This project is for works such as asbestos removal and subsidence works to the Council's non-traditional properties. Survey work will be routinely undertaken every 5 years.

Disabled Facilities and Aids and Adaptations

- 6.13 This is an annual recurring budget for small and large scale home aids and adaptations in tenants' homes where there are accessibility and mobility issues. This budget is demand led by requests from tenants or through recommendations by occupational therapists or other healthcare professionals. Applications are made through the Somerset West Private Sector Housing Partnership.

IT Systems and software improvements

- 6.14 There are four business critical software applications used to run the HRA which are Academy, Codeman, Abritas and SAP. As part of the DLO transformation the DLO have replaced their system which involves changes to Academy and the existing interfaces between SAP. The Codeman system also needs replacing. There is a three year programme of work to complete the changes required with 2015/16 being the last year of funding.

Social Housing Development Fund

- 6.15 The budget for the Social Housing Development Fund increases to £1m for 2015/16. This will be linked with other funding such as capital receipts from dwellings sold under Right to Buy for new development/redevelopment of housing.

7 Funding the Draft HRA Capital Programme

- 7.1 A summary of the estimated funding available before the funding of the 2015/16 capital programme is shown in the table below:

Table 10: Funding Estimates

Funding	Current Balance 2014/15 £k	Expected Funding 2015/16 £k	Total Funding 2015/16 £k
Major Repairs Reserve	46	6,746	6,792
Revenue Contribution to Capital Outlay	0	873	873
Social Housing Development Fund		1,000	1,000
TOTAL Funding	46	8,619	8,665

8 Corporate Scrutiny Comments

- 8.1 This will be verbally updated at the meeting.

9 Finance Comments

8.1 This is a finance report and there are no additional comments

10 Legal Comments

10.1 Managers have considered legal implications in arriving at the draft proposed budget for 2015/16.

11 Links to Corporate Aims

11.1 The draft budget proposals for 2015/16 have been prepared with consideration to links with the Corporate Aims.

12 Environmental and Community Safety Implications

12.1 Environmental and community safety implications have been considered in arriving at the draft budget proposals for 2015/16.

13 Equalities Impact

13.1 Equalities impacts have been considered for budget proposals, and a full Equalities Impact Assessment is included in Appendix A where required.

14 Risk Management

14.1 The risks associated with the proposed budget have been considered by services when preparing capital bids.

15 Partnership Implications

15.1 The private sector housing capital budget is managed on behalf of TDBC by the Somerset West Private Sector Housing Partnership (SWPSHP).

14 Recommendations

14.1 The Executive recommends approval by Full Council of the General Fund Capital Programme Budget of £1.012m for 2015/16.

14.2 The Executive recommend approval by Full Council of the HRA Capital Programme of £8.67m for 2015/16.

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Equalities Impact Assessment – Disabled Facilities Grants

EQUALITY IMPACT ASSESSMENTS 2015/16

• Private Sector Housing Capital Budget) Equality Impact Assessment – Private Sector Housing 2015/16 Capital Bids

Responsible person	<i>Christian Trevelyan</i>	Job Title: Partnership Manager – Somerset West Private Sector Housing Partnership
Why are you completing the Equality Impact Assessment? (Please mark as appropriate)	Proposed new policy or service	
	Change to Policy or Service	
	Budget/Financial decision – MTFP	√
	Part of timetable	
What are you completing the Equality Impact Assessment on (which policy, service, MTFP proposal)	The Council is being asked to provide financial support for disabled facilities grants in 2015/16.	
Section One – Scope of the assessment		
What are the main purposes/aims of the policy?	<i>The strategic objectives of private sector housing work are to: improve the health and wellbeing of vulnerable people; reduce fuel poverty; bring empty properties back into use; increase the supply and affordability of good quality private rented accommodation; reduce the number of households with preventable ill health and housing inequalities; improve housing conditions; deal with inadequate energy efficiency and carbon emissions ratings; and ensure local people have sufficient choices of housing to meet their needs, at a standard and price they can afford, where they want to live.</i>	
Which protected groups are targeted by the policy?	<i>The 2015/16 private sector housing capital budget is designed to support and meet the needs of a wide customer base, and is targeted at all the protected groups including: Age; Disability. Gender Reassignment; Pregnancy and Maternity; Race; Religion or belief; Sex; Sexual Orientation; Marriage and civil partnership.</i>	
What evidence has been used in the assessment - data, engagement undertaken – please list each source that has been used The information can be found on....	<p>Evidence and Data used for assessment</p> <ul style="list-style-type: none"> • Private Sector housing staff performance data • Joint Strategic Needs Assessment 2013/14 • Older Persons Evidence 2012 ongoing • Housing Market Assessment 2009 • ONS data 2014. <p>The Joint Strategic Needs Assessment (JSNA) was updated for Somerset in 2014. The JSNA sets out the needs</p>	

of disabled persons and an aging population. Data suggests that there are approximately 111,660 people aged over 65 resident in Somerset. This is 21% of the County's population. 29.1% are in the West Somerset area and 20% in Taunton Deane, larger than the regional and national average for both districts. 47.3% of residents living in Minehead are over 65 and 34.6% of the population in Taunton are aged over 65. The number of older people in the Housing Market Area is expected to increase by 41.1% in the next 20 years in Taunton and by 36% in West Somerset. The Sustainable Community Strategy underlines the housing and support needs of Taunton's older population. It states that Taunton Deane has a higher than average dependency ratio due to there being proportionately more pensioners, and fewer 15 - 44 year olds. The dependency ratio is a measure of the proportion of a population who are too young or too old to work. A rising dependency ratio is a concern in Taunton Deane and West Somerset both facing an ageing population, since it becomes difficult for pension and social security systems to provide for a significantly older, non-working population. In West Somerset the ratio of older people to younger persons is proportionally higher than the national average.

Estimates suggest that, by 2030, the number of people over 65 with mobility problems and a limiting long term illness will also increase by over 40% across the County. More than a quarter of these older households in 2010 reported a 'support need', most commonly for a physical disability. For households who would prefer to stay in their homes, 40% of those who needed adaptations did not have them. It is important to promote the service as inequalities are generated in pockets of rural outposts. The most commonly required adaptations are a downstairs toilet and handrails. Many older person households with support needs required further adaptations such as a low level shower and stair lift. This all points to a need to support adaptations funding in 2015/16 through the Better Care Fund, in response to these changing demographics and demands

Section two – Conclusion drawn about the impact of service/policy/function/change on different groups highlighting negative impact, unequal outcomes or missed opportunities for promoting equality

All Groups:

If resources are limited for private sector housing activities we should be aware this will mean some groups or communities could be disadvantaged: not being able to respond to requests for adaptations will long term result in a marked deterioration of people's health, an increase in hospital admissions, and bed-blocking. An inability to tackle one of the key determinants of health and wellbeing, namely improving people's health. Inability to adapt people's homes will increase applications from the older population for social housing and potentially towards expensive accommodation based supported housing services. This is at a time when relevant partner organisations are also facing extensive cuts and may not be able to provide the more costly housing support that would otherwise have been met through a simple low cost low level intervention such as a disabled adaptation.

The 2015/16 capital budget proposals, namely, disabled facilities grants, are designed to achieve positive outcomes for more vulnerable people in this sector who rely on us to help them improve their living conditions, and bring their homes up to an adapted standard which allows the resident to access facilities in and around their home. If we do not do this it will leave us with a legacy of people with deteriorating health conditions for the future which will have the potential to outstrip the health budgets. This will also have major and costly implications by increasing the demand for social housing.

People who apply for housing, if they are unable to remain in their current homes, may be forced to seek homelessness assistance from the Council. If found vulnerable under the terms of the Homelessness Act, the Council will have a duty to house applicants if the property in which they live is not suitable.

The previous Home Finder Lettings Review has seen that priority awarded to those with medical conditions has increased, resulting in more people being able to qualify for a 'gold band' status, alongside other vulnerable applicants who are unable to remain in their homes. The Localism Act 2011 also allows the council to house vulnerable people (such as homeless applicants) into the private rented sector with one offer of accommodation. If adequate funding is not provided to improve private sector housing standards to meet at least decent homes levels, legal challenges to the council on homelessness housing suitability grounds will almost certainly increase. Cuts elsewhere to housing support funding will also significantly affect vulnerable adults via reductions in floating support services. Combined with housing and benefit changes, financial hardship in this sector is likely to increase the number of vulnerable applicants applying to the council for housing assistance and advice.

User groups have been consulted such as tenants in social housing and through customer surveys and agencies who access the service on behalf of their clients. The anticipated main impacts on specific groups are:

Age:

A further reduction in 2015/16 capital funding to help vulnerable private sector housing residents will have an adverse impact on the independence, health and well-being of older people which will, in turn, increase their need for care and support services. Improvements to private sector housing properties to facilitate independent living, energy efficiency, better housing conditions, and housing functionality, will allow older people to live more meaningful lives in their own homes for longer – and thus for housing standards in this sector to move closer to those in the social housing sector, leading to a more balanced housing market.

Understanding older people's position in the housing market is important: around 75% of older people in both districts live in private sector housing and more than 25% of these reported a "support need," most commonly for a physical disability, yet 40% of older person households did not already have an existing adaptation in their home. Health and social care policy encourages older people to remain living at home, but their living costs are under extreme pressure from fuel and food price inflation, and declining pension values in real terms.

A further reduction in 2014/15 capital funding will also be to the detriment of vulnerable younger people especially young children who have more complex needs.

Disability:

Disabled households benefit greatly in increased mobility and independence from disabled facilities grants. Reducing the capital budget will increase customer waiting times for adaptations and therefore cause unnecessary discomfort and distress to disabled people, when we should be doing our utmost to deal with the disadvantages faced by this group. This would be a missed opportunity for promoting equality and more equal outcomes for disabled people as those in the Council stock would still see well maintained DFG budgets which result in tenants in the Taunton Deane stock receiving a better service. The work of the County Council Independent Living Teams in assessing needs earlier and putting in place early measures has resulted in a reduction in demand for DFGs, however there is a fear that these measures provide temporary alleviation and simply delay the need for more permanent measures paid for from disabled facilities grants. It is therefore too early to properly assess the benefits of the work of the Independent Living Teams.

In 2013/14 the Council awarded 41 DFGs in West Somerset with a spend in excess of £220k. In the current year (2014/15) the estimated completions will be 32 by year end with a reduced budget of £184k. In Taunton Deane the Council approved 85 DFG applications for all tenures and in 2015/16, it is estimated that the Council will approve 70 DFGs for all tenures with a spend of £600k.

We estimate that West Somerset Council receives between 30 and 40 and in Taunton Deane 60 – 70 DFG recommendations a year from Somerset County Council Occupational therapists. This takes into account historical data and the trends toward an aging population. The future budget required to address this annual demand is estimated at £280k for West Somerset and £700k for Taunton Deane including the fee payable to Aster Home Living. (This is regardless of tenure) Without a reasonable contribution toward the DFG budget from the Better Care Fund we estimate around 20 applicants would need to go on a waiting list for Taunton Deane and 30 for West Somerset. This waiting list would increase by this number annually. The current legislation around DFGs requires the District Council to provide a DFG where the need has been identified by an Occupational Therapist. There is no requirement about the length of time before an application process is commenced by the Local Authority, however once started then it has to be completed within 12 months unless there are mitigating factors that complicate the process. In practice unreasonable delays can be challenged through an ombudsman and there is case history of councils being challenged about unreasonable delays and losing under the Human Rights Act. If the Council found that unacceptable waiting lists were accruing then it could revisit the capital allocation to DFGs in future years.

Race:

It is important to be culturally sensitive when providing private sector housing services, and statutory and/or enforcement interventions are not always the most appropriate in achieving equitable equality outcomes, particularly for households living in this sector for whom English is not their

first language. For example, our statutory responsibility to inspect houses occupied by multiple households could inadvertently discriminate against minority ethnic groups in private rented sector housing where Black and Minority Ethnic (BME) households have a much higher proportionate presence than in other housing sector and tenures in the two districts.

Sex:

No obvious direct impact identified although it is recognised that women generally have longer life expectancy than men and may therefore be a group which benefit most from the interventions outlined above and any reduction in funding for these interventions could disproportionately impact more female than males.

I have concluded that there is/should be:

No major change - no adverse equality impact identified	
Adjust the policy	Actions will be identified that will help mitigate the impacts identified above.
Continue with the policy	
Stop and remove the policy	

Reasons and documentation to support conclusions
 Actions will be put in place to limit the actions as far as possible.

Section four – Implementation – timescale for implementation

Private Sector Housing Service Plan 2015/16. This will involve quarterly monitoring of: performance against budget; key service measures; and service outcomes.

Section Five – Sign off

Responsible officer: Christian Trevelyan Date: 27 th January 2015	Management Team Date
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Section six – Publication and monitoring

Published on

Next review date	Date logged on Covalent
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Action Planning

The table should be completed with all actions identified to mitigate the effects concluded.

Actions table					
Service area	Strategy	Date	2013/14		
Identified issue drawn from your conclusions	Actions needed	Who is responsible?	By when?	How will this be monitored?	Expected outcomes from carrying out actions
Reduction and/or loss of 2015/16 private sector housing capital funding support	Identify alternative sources of funding and any “invest to save” projects that can increase external income, produce cashable savings, and pay back any investments	Partnership Manager	June 2015 and ongoing from then	Somerset West Private Sector Housing Board quarterly reports	Extra money released that can be used to support and influence key private sector housing priorities beyond 2015/16 Services maintained for vulnerable private sector residents in future Effective, lower cost private sector housing interventions in quantitative terms (property conditions and living standards) and qualitative terms (how satisfied residents are in this sector).
Significance of age, disability, race and sex equality groups in private sector housing activities	Raise awareness of characteristics of all these protected groups in relation to local housing market. Close monitoring of waiting lists for DFGs and impact and ensure councillors are kept apprised of any impact	Joint Housing Group	September 2013	Scrutiny and information reports, staff briefings and housing briefings	Easily understood and accessible data and information on protected groups and specific characteristics in private housing
Ensure consistency, accessibility and equality of all advice and assistance given by council staff to	Induction process for all new staff (including any temporary/agency staff); clear written procedures; effective staff supervision; and regularly reviewing all customer	Partnership Manager	April 2015 and ongoing from then	Quarterly Housing Partnership Board reports	Private sector housing residents receive the same level and quality of advice and assistance, irrespective of who they are, where they live, and who they deal with

Identified issue drawn from your conclusions	Actions needed	Who is responsible?	By when?	How will this be monitored?	Expected outcomes from carrying out actions
private sector housing residents	satisfaction returns and comments				
The strategic need for the council to intervene in and influence the local housing market and thus ensure better private sector housing conditions, costs, and choices for local people in need	Critically assessing affordability, choices of housing, the varied housing needs of local residents, and housing conditions, in the context of changing housing market conditions, public funding, and national housing policy	Joint Housing Group	April 2015 and ongoing from then	Executive, Scrutiny and Partnership Board reports	A greater understanding and shaping of the local housing market .
Ensure effective communications, monitoring and equality protocols with relevant partner organisations	Regular meetings with relevant partner organisations; a common understanding of priorities and pressures; initiatives to utilise complimentary work skills and experience; joint awareness and information exchange sessions	Partnership Manager	June 2015 and ongoing from then	Partnership Board	More effective joint working and focus on priorities, better use of limited resources and consensual, co-operative approach to challenges in private sector housing
The specific needs of older home owners in the local housing market	Evaluation of housing needs and choices for older people beyond the traditional adaptations and small repairs at home approach	Strategic Housing Officer's Group	August 2015	Executive, Scrutiny and Partnership Board reports	Explore measures and potential housing options for older home owners who are equity rich but struggling with limited income and poorer quality of life