

# Scrutiny Panel

**Grand Jury Room, Town Hall  
11 February 2014 at 6.00pm**

The Scrutiny Panel examine the policies and strategies from a borough-wide perspective and ensure the actions of the Cabinet accord with the Council's policies and budget. The Panel reviews corporate strategies that form the Council's Strategic Plan, Council partnerships and the Council's budgetary guidelines, and scrutinises Cabinet or Portfolio Holder decisions which have been called in.

## **Scrutiny Panel – Terms of Reference**

1. To fulfil all the functions of an overview and scrutiny committee under section 9F of the Local Government Act 2000 (as amended by the Localism Act 2011) and in particular (but not limited to):
  - (a) To review corporate strategies;
  - (b) To ensure that actions of the Cabinet accord with the policies and budget of the Council;
  - (c) To monitor and scrutinise the financial performance of the Council, performance reporting and to make recommendations to the Cabinet particularly in relation to annual revenue and capital guidelines, bids and submissions;
  - (d) To review the Council's spending proposals to the policy priorities and review progress towards achieving those priorities against the Strategic and Implementation Plans;
  - (e) To review the financial performance of the Council and to make recommendations to the Cabinet in relation to financial outturns, revenue and capital expenditure monitors;
  - (f) To review or scrutinise executive decisions made by Cabinet, the North Essex Parking Partnership Joint Committee (in relation to decisions relating to off-street matters only) and the Colchester and Ipswich Joint Museums Committee which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
  - (g) To review or scrutinise executive decisions made by Portfolio Holders and officers taking key decisions which have been made but not implemented referred to the Panel pursuant to the Call-In Procedure;
  - (h) To monitor the effectiveness and application of the Call-In Procedure, to report on the number and reasons for Call-In and to make recommendations to the Council on any changes required to ensure the efficient and effective operation of the process;
  - (i) To review or scrutinise decisions made, or other action taken, in connection with the discharge of functions which are not the responsibility of the Cabinet;
  - (j) At the request of the Cabinet, to make decisions about the priority of referrals made in the event of the volume of reports to the Cabinet or creating difficulty for the management of Cabinet business or jeopardising the efficient running of Council business;
2. To fulfil all the functions of the Council's designated Crime and Disorder Committee ("the Committee") under the Police and Justice Act 2006 and in particular (but not limited to):
  - (a) To review and scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions;
  - (b) To make reports and recommendations to the Council or the Cabinet with respect to the discharge of those functions.

**COLCHESTER BOROUGH COUNCIL**  
**SCRUTINY PANEL**  
**11 February 2014 at 6:00pm**

**Members**

Chairman : Councillor Beverly Davies.  
Deputy Chairman : Councillor Marcus Harrington.  
Councillors Dave Harris, Jo Hayes, Gerard Oxford,  
Kevin Bentley, Nick Cope, Peter Higgins and Mike Hogg.

**Substitute Members** : All members of the Council who are not Cabinet members or members of this Panel.

**Agenda - Part A**

(open to the public including the media)

Members of the public may wish to note that Agenda items 1 to 5 are normally brief and items 6 to 9 are standard items for which there may be no business to consider.

**Pages**

**1. Welcome and Announcements**

**1**

(a) The Chairman to welcome members of the public and Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched to silent;
- the audio-recording of meetings;
- location of toilets;
- introduction of members of the meeting.

**2. Substitutions**

Members may arrange for a substitute councillor to attend a meeting on their behalf, subject to prior notice being given. The attendance of substitute councillors must be recorded.

**3. Urgent Items**

To announce any items not on the agenda which the Chairman has agreed to consider because they are urgent and to give reasons for the urgency.

**4. Declarations of Interest**

The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda. Councillors should consult Meetings General Procedure Rule 7 for full guidance on the registration and declaration of interests. However Councillors may wish to note the following:-

- Where a Councillor has a disclosable pecuniary interest, other pecuniary interest or a non-pecuniary interest in any business of the authority and he/she is present at a meeting of the authority at which the business is considered, the Councillor must disclose to that meeting the existence and nature of that interest, whether or not such interest is registered on his/her register of Interests or if he/she has made a pending notification.
- If a Councillor has a disclosable pecuniary interest in a matter being considered at a meeting, he/she must not participate in any discussion or vote on the matter at the meeting. The Councillor must withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Where a Councillor has another pecuniary interest in a matter being considered at a meeting and where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Councillor's judgment of the public interest, the Councillor must disclose the existence and nature of the interest and withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Failure to comply with the arrangements regarding disclosable pecuniary interests without reasonable excuse is a criminal offence, with a penalty of up to £5,000 and disqualification from office for up to 5 years.

## **5. Minutes**

The minutes of the meeting held on 28 January 2014 will be submitted to the Panel's next meeting for confirmation.

## **6. Have Your Say!**

a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

**7. Decisions taken under special urgency provisions**

To consider any Cabinet decisions taken under the special urgency provisions.

**8. Decisions taken under special urgency provisions**

To consider any Portfolio Holder decisions taken under the special urgency provisions.

**9. Referred items under the Call in Procedure**

To consider any decisions taken under the Call in Procedure.

**10. Items requested by members of the Panel and other Members**

(a) To evaluate requests by members of the Panel for an item relevant to the Panel's functions to be considered.

(b) To evaluate requests by other members of the Council for an item relevant to the Panel's functions to be considered.

***Members of the panel may use agenda item 'a' (all other members will use agenda item 'b') as the appropriate route for referring a 'local government matter' in the context of the Councillor Call for Action to the panel. Please refer to the panel's terms of reference for further procedural arrangements.***

- |   |                |
|---|----------------|
| <b>11. Work Programme 2013-14</b>                               | <b>2 - 4</b>   |
| See report by the Assistant Chief Executive.                    |                |
| <b>12. Colchester's Homelessness Strategy 2013 - 2018</b>       | <b>5 - 65</b>  |
| See report by the Head of Commercial Services                   |                |
| <b>13. Financial Monitoring Report - April to December 2014</b> | <b>66 - 86</b> |
| See report by the Assistant Chief Executive                     |                |
| <b>14. Capital Expenditure Monitor 2013/14 - Quarter 3</b>      | <b>87 - 94</b> |
| See report by the Assistant Chief Executive                     |                |
| <b>15. Exclusion of the public</b>                              |                |

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

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# Scrutiny Panel

Item

11

11 February 2014

<b>Report of</b>	<b>Assistant Chief Executive</b>	<b>Author</b>	<b>Amanda Chidgey</b>
<b>Title</b>	<b>Work Programme 2013-14</b>		<b>☎ 282227</b>
<b>Wards affected</b>	Not applicable		

This report sets out the current Work Programme 2013-2014 for the Scrutiny Panel.

## 1. Decisions Required

- 1.1 The Panel is asked to consider and comment on the contents of the Panel's Work Programme for 2013-14.

## 2. Alternative options

- 2.1 This function forms part of the Panel's Terms of Reference and, as such, no alternative options are presented.

## 3. Supporting Information

- 3.1 The Panel's work programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the work programme to be reviewed and, if necessary, amended according to current circumstances.
- 3.2 Arrangements are being made to call an additional meeting of the Panel for a more detailed consideration of the Parking Service on a date which is suitable for Panel members, the Chairman of the Parking Partnership as well as officers. Unfortunately this has proved to be difficult and at the time of writing this report the date that is likely to be finalised is 24 February 2014, although this is not a date when Councillor Mitchell will be available.

## 4. Strategic Plan References

- 4.1 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

## 5. Standard References

- 5.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety or risk management implications.



## WORK PROGRAMME 2013-14

<b>Meeting date / agenda items and relevant portfolio</b>
<b>11 June 2013</b>  <ol style="list-style-type: none"><li>1. 2012-13 Year-end Performance Report and SPAP (Leader / Head of Community Services)</li><li>2. 2012-13 Revenue Expenditure Monitoring Report</li><li>3. 2012-13 Capital Expenditure Monitoring Report</li></ol>
<b>2 July 2013 (extra)</b>  <ol style="list-style-type: none"><li>1. New Housing Arrangements (Housing / Head of Commercial Services) deferred from 11 June 2013</li></ol>
<b>23 July 2013 (briefing 18 July, 5pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. Pre-scrutinise the Portfolio Holder decision 'To Close the Abbots Activity Centre' (Community and Leisure)</li><li>2. Budget Strategy, Timetable and MTFF (Leader / Business and Resources Portfolio)</li><li>3. Annual Report on Treasury Management (Business and Resources Portfolio)</li></ol>
<b>20 August 2013 (briefing 14 August, 5pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. 2013-14 Capital Monitor, period April – June</li><li>2. 2013-14 Financial Monitor, period April – June</li></ol>
<b>10 September 2013 (briefing 5 September, 5pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. Safer Colchester Partnership (Crime and Disorder Committee) (Planning and Community Safety Portfolio)</li><li>2. firstsite project: Final Overview (Scrutiny Panel)(I Vipond, Strategic Director)</li></ol>
<b>29 October 2013 (briefing 24 October, 5pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. Corporate and Financial Management FSR - Pre Cabinet scrutiny of Business Case (Leader)</li><li>2. Report of urgent decision where call-in does not apply</li></ol>
<b>12 November 2013 (briefing 7 November, 4.30pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. Call-in – Allotment Charges and Review of Tenancy Agreements</li><li>2. Localising Council Tax Support (follow-up on 2012-13 implementation review)</li><li>3. 2013-14 Revenue Monitor, period April – September</li><li>4. 2013-14 Capital Monitor, period April – September</li></ol>
<b>10 December 2013 (briefing 4 December, 5pm, S11 Rowan House)</b>  <ol style="list-style-type: none"><li>1. Review of Parking Services in Colchester (Deputy Leader / Head of Operational Services)</li></ol> <p>Presentation from Head of Operational Services and North Essex Parking Partnership Group Manager</p>

2. Treasury Management – Half yearly update
3. 2013-14 6-monthly Performance report and Strategic Plan Action Plan (Leader / Business and Resources Portfolio)

**28 January 2014 (briefing 23 January, 5pm, S11 Rowan House)**

1. 2014/15 Revenue Budget, Capital Programme and MTF (Pre-scrutiny of Cabinet Decision (Leader / Business and Resources Portfolio)
2. Treasury Management Investment Strategy

**11 February 2014 (briefing 6 February, 5pm, S11 Rowan House)**

1. 2013-14 Capital Monitor, period April – December
2. 2013-14 Revenue Monitor, period April – December
3. Homelessness Strategy (Head of Commercial Services / Housing Portfolio)

**Additional meeting, date to be confirmed**

1. Review of Parking Services Budget Situation including income and deficit position (Deputy Leader / Head of Operational Services)

**18 March 2014 (briefing 13 March, 5pm, S11 Rowan House)**

1. Colchester Community Stadium Limited review (last review 20 March 2012)(Leader)
2. Review of Council's overall IT provision including financial costs, practicalities, project management and milestones (Assistant Chief Executive / Business and Resources Portfolio).

**Items for Scheduling on 2014-15**

1. Review of Colchester Hospital (The Chief Executive and Chairman to attend)



## Scrutiny Panel

Item  
**12**

11 February 2014

<b>Report of</b>	<b>Head of Commercial Services</b>	<b>Author</b>	<b>Karen Paton</b> ☎ 282275
<b>Title</b>	<b>Colchester's Homelessness Strategy 2013 - 2018</b>		
<b>Wards affected</b>	All wards		

**The Panel is invited to review the new draft Homelessness Strategy for Colchester.**

### 1. Action required

- 1.1 The panel is asked to consider and provide feedback on the new draft Homelessness Strategy for Colchester including the evidence base and delivery plan, prior to it being considered by Cabinet.

### 2. Reason for scrutiny

- 2.1 The Council has a statutory responsibility to produce and publish a Homelessness Strategy based on a homelessness review every five years.
- 2.2 The draft Homelessness Strategy takes account of national guidance, local priorities arising from a homelessness review and consultation responses received. A corporate commitment to preventing homelessness is fundamental to achieving the main objectives of the Homelessness Strategy and the intention is for the strategy to be adopted by Cabinet.
- 2.3 The Panel are asked to consider the draft strategy, the proposed approaches to homeless prevention and possible solutions to homelessness. They are also asked to consider whether the delivery plan contributes to meeting the key priorities of the strategy.

### 3. Background information

- 3.1 The Homelessness Act 2002 requires all local authorities to carry out a homelessness review, develop a Homelessness Strategy for their area to prevent homelessness, and provide accommodation and/or support for people who are or may become homeless.
- 3.2 To develop the Strategy a toolkit produced by Homeless Link, (a national charity supporting people and organisations working directly with homeless people in England) was used. The toolkit was designed to help support local authorities develop preventing homelessness strategies that are fit for purpose. These are strategies that seek to deliver improved and improving services to anyone in the local area that is homeless or threatened with homelessness, regardless of whether they may be owed the main statutory homelessness duty.

The toolkit incorporates the Ten 'Local Authority Challenges' set out in the government report 'Making every contact count; A Joint Approach to Preventing Homelessness', and also how local homelessness strategies can contribute to local authorities achieving 'Gold Standard' housing options services. Local authorities are encouraged to work in partnership to deliver robust homelessness strategies. A representative from the Specialist Advisor Team from Homeless Link (a group of advisors that work with local authorities providing support and good practice guidance) is a member of the project group.

### **Working in Partnership to deliver a homelessness strategy for Colchester**

3.3 Based on the recommendations from the Developing Homelessness Strategies Toolkit, a project Group of Key Stakeholders was set up in March 2013 to look at the ways in which the Council and its partner organisations could work together to tackle homelessness in the Borough. In order to fulfil this remit the project group:

- Looked at the achievements from the previous strategy and ways to build on these.
- Took into account changes that have impacted on homelessness as a result of the Localism Act and Welfare Reform.
- Identified key priorities to help tackle homelessness in the Borough.
- Produced an evidence base to include data and commentary on the current and predicted future levels of homelessness and homelessness prevention in the Borough.
- Conducted a review of homelessness which included service user consultation, service mapping and the resources available to tackle homelessness including:
  - Funding
  - Advice
  - Support.

Members of the Homelessness Strategy Project Group included:

- Colchester Borough Council – Strategic Housing Team, Community Initiatives Team and the Customer Service Centre.
- Colchester Borough Homes – Housing Services Team, Housing Options Team and Tenancy Services Team.
- Voluntary organisations that support and/or provide accommodation for homeless people including; The April Centre, Beacon House, Colchester Emergency Night Shelter.
- Youth Enquiry Service – support and advice specifically for under 25's.
- One Support - Floating support service.
- Family Mosaic – Housing with support representatives.
- Colne Housing Association.
- Essex Probation Service.
- Regional representative Homeless Link.
- Job Centre Plus.

Information was also shared with other groups that meet regularly and who also had the opportunity to feed into the strategy and action plan. These groups included:

- The Housing Forum
- The Young Persons Housing Forum

- The Supported Housing Network Meeting.

3.5 The review of homelessness in Colchester identified 4 key priorities to reduce and prevent homelessness which form the basis of the strategy and delivery plan. These are:

- Preventing homelessness by sustaining tenancies.
- Mitigating the impacts of welfare reform.
- Improving the health and wellbeing of homeless people.
- Changing the culture and perception of social housing through education and managing expectations.

Additionally because of the significant rise in people sleeping rough across the Borough since 2010, there is also a section that focuses on Rough Sleepers. This section also includes single homeless people that the Council does not owe a duty to house under homelessness legislation.

3.6 The Homelessness Strategy demonstrates how Colchester Borough Council and its partner organisations are committed to preventing homelessness in the Borough. The Strategy is a concise document that links to other strategies. The Homelessness Strategy will continue to be a sub document of the Housing Strategy which is due to be rewritten in 2014. To avoid duplication, the objectives in the Homelessness Strategy do not include priorities that are covered by the Housing Strategy.

3.7 The Strategy will be a live document that will achieve its aims and objectives through the implementation of a 5 year Delivery Plan that will tackle the levels of homelessness in the Borough by working closely with partner organisations and focusing on early interventions that prevent homelessness.

### 3.8 **Monitoring and review**

The Homelessness Strategy is intended to be a working document with actions being implemented throughout the life of the strategy. Therefore the Delivery Plan will be updated by the Place Strategy Team on a regular basis.

A report on the progress of the Strategy and Delivery Plan will be produced on an annual basis and circulated to the relevant stakeholders.

## 4. **Strategic Plan references**

4.1 Colchester's Homelessness Strategy has several links to the Strategic Plan including:

- Providing more affordable homes across the borough.
- Enabling local communities to help themselves.
- Supporting more vulnerable groups.
- Engaging with the voluntary sector.
- Working in partnerships to help tackle health and crime issues.
- Showing tolerance and changing behaviours to create better local communities.

## **5. Consultation**

- 5.1 Service user consultation took place in July and August 2013. It was agreed by the project group that two methods of consultation would be used to capture as much information as possible from people that are currently homeless or have been homeless previously. The two methods used were questionnaire and focus groups.
- 5.2 Questionnaires were distributed by organisations that provide accommodation, advice and support to homeless people in Colchester to people that used these services. The questionnaire sought views on the experience of being homeless in Colchester which included; reasons for becoming homeless, use of services, help and support provision and health. The number of questionnaires completed was 33 out of 200.
- 5.3 The questionnaire was used as the basis for Focus Groups that were held at Beacon House, in the form of a drop in session for over 25's, and at the Youth Enquiry Service for under 25's. It was agreed by the project group that separate sessions would be held as the experience of homelessness could differ depending on age. The venues were carefully chosen as they were familiar to the relevant service users.
- 5.4 Over 20 service users attended the drop in sessions at Beacon House and 8 attended the session at the Youth Enquiry Service. This gave a valuable insight into the issues and challenges that homeless people face. The comments and suggestions provided by the service users have been fed into the strategy and delivery plan to help identify and meet the priorities.
- 5.5 Consultation was also held with key stakeholders on the draft Homelessness Strategy, the evidence base and delivery plan. Some changes were identified and the documents were updated to reflect these.

## **6. Publicity considerations**

- 6.2 The Homelessness Strategy documents will be published on the Council's website once they have been considered by Cabinet. A communications plan is being developed to publicise the Strategy and generate interest and commitment to the Delivery Plan.

## **7. Financial implications**

- 7.1 Any resources required to implement the actions in the Homelessness Strategy will be delivered from existing budgets. We will work to encourage our partners to commit their resources to meeting the priorities set out in the strategy. As many of the organisations are members of the Homelessness Strategy Project Group they have already helped to shape the strategy and shown their commitment to its delivery.
- 7.2 Colchester Borough Council receives a yearly grant from the Department of Communities and Local Government to work with partner organisations to prevent homelessness in the Borough. This will help towards the implementation of some of the actions identified in the strategy.
- 7.3 In February 2012 The Greater Haven Gateway sub region was awarded £362,000 to 'bolster' front line provision to prevent single homelessness and rough sleeping and support the roll out of 'No Second Night Out'. The money was allocated to deliver services across the sub region and not on an individual local authority basis. This will also help to implement actions identified in the relevant section of the Homelessness Strategy.

**8. Equality, Diversity and Human Rights implications**

- 8.1 An Equality Impact Assessment on the Homelessness Strategy has been completed and a link to the document can be found [here](#).

**9. Community Safety implications**

- 9.1 It is anticipated that with the implementation of the Homelessness Strategy Delivery Plan there will be a positive benefit for Community Safety.

**10. Health and Safety implications**

There are no health and safety implications

**11. Risk Management implications**

There are no risk management implications

**12. Other Standard References**

There are no other standard references

**Background Papers**

Colchester's Homelessness Strategy 2013-2018

Delivery Plan 2013-2018

Evidence Base



# **Colchester's Draft Homelessness Strategy 2013 – 2018**

Draft Homelessness Strategy and Review to be considered in conjunction  
with the draft Delivery Plan and Evidence Base



**Foreword** by Portfolio Holder to go here.....

DRAFT

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DRAFT

## **Introduction**

The Homelessness Act 2002 places a statutory obligation on all local authorities to undertake a review of homelessness in their area and, based on the findings of this review, to develop and publish a strategy to tackle and prevent homelessness.

This is Colchester's third Homelessness Strategy. It has been developed by Colchester Borough Council and its partner organisations, all of whom are strongly committed to reducing and preventing homelessness in the borough.

The new Homelessness Strategy has looked back at the achievements since the last strategy in 2008, reviewed the current homelessness situation in Colchester and based on this, set out the priorities for the next five years.

During the last five years, the emphasis has been on preventing homelessness amongst hard to reach groups, offering advice and support to help people maintain their tenancies, working with partners and housing providers to increase housing options and to ensure an adequate supply of affordable housing.

The aim of the strategy over the next five years is to build on the progress already made in meeting these priorities and set out our plan to work in partnership to meet the new challenges that we face in the future.

The causes of homelessness predominately remain the same, but it is recognised that welfare reform and the Localism Act 2011 will have a significant impact on the way that services are delivered and options needed to prevent and relieve homelessness.

## **What we have achieved so far...**

Summary of the main achievements from the Homelessness Strategy 2008 – 2013

We have reduced and improved the temporary accommodation we offer:

- ▶ Colchester Borough Council (CBC) achieved the Government target to halve the number of households in temporary accommodation by December 2010. The target for Colchester was 170 and as at the end of December there were 166 households in temporary accommodation.
- ▶ CBC's temporary accommodation scheme Ascott House, has been demolished and new accommodation built in its place to provide self contained supported accommodation. It is now owned and managed by Family Mosaic. The new scheme is called Hargood House. Bardfield House and Friars Court have also been transferred to Family Mosaic from the Council and improvements will be made to the accommodation

We have improved the services we provide for young people:

- ▶ The Colchester Young Persons Housing Forum has been re-launched and regular information days have been held for agencies and organisations in Colchester on homelessness prevention.
- ▶ A Joint Referral Panel (JRP) for 16 – 25 year olds has been established which has streamlined referrals into supported accommodation units.
- ▶ The Passport to Independence, which is an accredited course for tenants in temporary accommodation and/or supported housing on managing a tenancy, has been rolled out across the Greater Haven Gateway sub – region after the scheme was successfully piloted in Suffolk.

We have increased the supply of available housing for people in housing need:

- ▶ The number of affordable housing units delivered in the last 3 years excluding shared/low cost home ownership schemes was 560.
- ▶ A pilot project on empty homes was completed in January 2012. As a result 14 properties were returned to use.

- ▶ In 2013 A Lodgings Scheme was set up with funding from the Department of Communities and Local Government. The scheme is being run by Solo Housing, a registered housing charity working across East Anglia.

We have continued to work closely with Landlords in the private rented sector to improve access to accommodation:

- ▶ A Landlords Day was held in May 2011 which replaced the traditional Landlords Forum held annually and was organised with input from three national landlord organisations. The event consisted of trade and council stands and a programme of talks and was attended by 45 to 50 landlords.
- ▶ A Landlords Forum was held in January 2013. The forum was well attended by 80 landlords and offered seminars on Welfare Reform, landlord responsibilities, and the benefits of having tenants that claim HB.
- ▶ A landlord learning event held on 29<sup>th</sup> October which was attended by 27 landlords and included information on legal matters around possession proceedings and notices seeking possession.
- ▶ The Private Sector Project Board has been established since November 2010 with regular monthly meetings to co-ordinate the Council's action in working with the Private Sector.
- ▶ In September 2013 CBC joined a partnership with six other local authorities across Essex to procure a provider for the Essex Landlord Accreditation Scheme. The scheme is due to be launched in May 2014.

We have increased the provision of resettlement services to help homeless people:

- ▶ The Greater Haven Gateway was awarded £40k grant from the DCLG in 2011 to set up outreach and resettlement services for rough sleepers. Colchester BC and Tendring DC were awarded £18,500 for the April Centre to provide an outreach and resettlement programme across both areas. The scheme successfully supported 27 street homeless people in Colchester into accommodation.

## **The Strategic Context**

To put the Homelessness Strategy in perspective, this section focuses on the legal, national and local context.

### **The legal framework**

#### **The Housing Act 1996**

Part 7 of the Housing Act 1996 continues to be the overarching piece of legislation that relates to homelessness and informs the way in which local authorities respond to homelessness.

The Act has since been amended by the Homelessness Act 2002 and the Localism Act 2011. These subsequent pieces of legislation have placed a requirement on Local Authorities to adopt a strategic approach to managing and preventing homelessness.

#### **The Localism Act 2011**

Section 153 of the Localism Act 2011 prescribes the relationship between schemes and strategies that local authorities must have regard to in developing or modifying their local preventing homelessness strategies:

*'In formulating or modifying a homelessness strategy, a local housing authority in England shall have regard to—*  
*(a) its current allocation scheme under section 166A of the Housing Act 1996,*  
*(b) its current tenancy strategy under section 150 of the Localism Act 2011'*

### **National Context**

#### **Laying the foundations: a Housing Strategy for England 2011**

The strategy set out the government's new approach for housing by giving local communities a greater say over decisions on housing in order to provide a stable, long term increase in housing supply.

The government's vision for social housing outlined in the strategy is to make better use of social housing to support those who need it most.

Laying the foundations sets out a package of reforms to:

- ▶ get the housing market moving again
- ▶ lay the foundations for a more responsive, effective and stable housing market in the future
- ▶ support choice and quality for tenants
- ▶ improve environmental standards and design quality

The main aims of the strategy are to address concerns across the housing market by:

- ▶ Making it easier to secure mortgages on new homes.
- ▶ Improving fairness in social housing.
- ▶ Ensuring homes that have been left empty for years are lived in again.

### **Vision to end rough sleeping: No Second Night Out nationwide July 2011**

This is the first report produced by the ministerial working group. The group worked with local government and voluntary sector partners to produce the report which focused on ending rough sleeping.

The Ministerial Working Group on Homelessness brought together 8 government departments to tackle the complex causes of homelessness. This included health, work and training as well as housing.

The report, 'No Second Night Out nationwide', set out 6 joint commitments:

- ▶ Helping people off the streets.
- ▶ Helping people access healthcare.
- ▶ Helping people into work.
- ▶ Reducing bureaucratic burdens.
- ▶ Increasing local control over investment in services.
- ▶ Developing responsibility in tackling homelessness.

The commitments set out the aim of the group to work across government to give local people the tools to tackle rough sleeping and put an end to second nights out on the street.

### **Making Every Contact Count: A joint approach to preventing homelessness August 2012**

The second report by the Ministerial Working Group was produced to build on the progress made since 'no second night out' by ensuring that agencies worked together to support those at risk of homelessness.

The report sets out how services can be managed in a way that prevents all households from reaching a crisis point where they are faced with homelessness.

The aim of the report is to ensure that every contact local agencies make with vulnerable people and families really counts.

The report brings together government commitments to:

- ▶ tackle troubled childhoods and adolescence
- ▶ improve health
- ▶ reduce involvement in crime
- ▶ improve skills; employment; and financial
- ▶ pioneer social funding for homelessness

The report poses ten local challenges to the sector which it is hoped will lead to all local homelessness teams delivering a gold standard service.

The ten local challenges are to:

- ▶ adopt a corporate commitment to prevent homelessness which has buy in across all local authority services
- ▶ actively work in partnership with voluntary sector and other local partners to address support, education, employment and training needs
- ▶ offer a Housing Options prevention service, including written advice, to all clients
- ▶ adopt a *No Second Night Out* model or an effective local alternative
- ▶ have housing pathways agreed or in development with each key partner and client group that includes appropriate accommodation and support
- ▶ develop a suitable private rented sector offer for all client groups, including advice and support to both clients and landlords
- ▶ actively engage in preventing mortgage repossessions including through the Mortgage Rescue Scheme
- ▶ have a homelessness strategy which sets out a proactive approach to preventing homelessness and is reviewed annually so that it is responsive to emerging needs
- ▶ not place any young person aged 16 or 17 in Bed and Breakfast accommodation
- ▶ not place any families in Bed and Breakfast accommodation unless in an emergency and then for no longer than 6 weeks

### **Improving outcomes and supporting transparency – A Public Health Outcomes Framework for England 2013 – 2016 Part 1 January 2012**

The document sets out the new framework for public health and recognises the factors that influence public health over the course of a lifetime including poverty, education, housing, employment, crime and pollution.

The document outlines how the NHS, social care, the voluntary sector and communities will work together to plan and deliver services to improve health inequalities.



The new Public Health Outcomes Framework is in three parts. Part 1 introduces the two overarching outcomes that set the vision for the whole public health system.

These two outcomes are:

- ▶ Increased healthy life expectancy.
- ▶ Reduced differences in life expectancy and healthy life expectancy between communities.

The document recognises the important link between health inequality and homelessness and sets out key indicators under Domain 1 'improving the wider detriments of health' to meet the outcomes.

### **Local and Sub regional context**

#### **Essex Health and Wellbeing Board – Joint Health and Wellbeing Strategy for Essex October 2012**

The Health and Wellbeing Strategy has been developed and is being implemented by the Health and Wellbeing Board, which brings together key partners to improve the health and wellbeing for the communities of Essex.

The main source of evidence that has fed into the strategy has been the Joint Strategic Needs Assessment (JSNA). The JSNA has provided information on the health and wellbeing of the population of Essex; the wider determinants of health; and the quality of life in the county. The JSNA has also provided the basis for the key priorities for the strategy. The priorities are:

- ▶ Starting and developing well.
- ▶ Living and working well.
- ▶ Ageing well.

The main focus of the strategy is to reduce health inequalities and tackle the wider determinants of health to increase life expectancy and reduce inequalities between areas and groups.

The strategy acknowledged that one of the main health and wellbeing issues for Colchester was the high level of statutory homelessness. Homeless people are more likely to experience a poorer quality of life across all the wider determinants of ill-health.

#### **The Greater Haven Gateway Housing Strategy 2011**

The Greater Haven Gateway (GHG) Housing Strategy sets out the key ideas and plans for strategic housing in the sub region. The partnership works across eight Local Authorities (LAs) in north east Essex and south east Suffolk including; Babergh, Braintree, Colchester, Ipswich, Maldon, Mid Suffolk, Suffolk Coastal and Tendring.

The vision for the strategy *is' to build on the maturity of the GHG strategic housing partnership to work together on issues that benefit from a collaborative approach'.*

The main 5 objectives of the strategy that were agreed by the Local Authority partnership are to:

- ▶ Enable the development of high quality and sustainable affordable housing.
- ▶ Improve the condition and use of existing housing.
- ▶ Maximise customers' housing choices and mobility.
- ▶ Provide enhanced housing options based on an understanding of the links between health, well being, training, employment and housing to help prevent homelessness and support vulnerable people.
- ▶ Increase the capacity and skills of the GHG partnership.

### **The Strategic Tenancy Strategy**

The Localism Act required Local Housing Authorities in England to prepare and publish a strategic tenancy strategy that set out the principles to which the registered providers of social housing are to have regard when formulating policies that relate to:

- ▶ The types of tenancies that are granted.
- ▶ The circumstances in which a particular tenancy will be granted.
- ▶ Where tenancies are granted for a certain term, the length of the term.
- ▶ Circumstances in which a further tenancy will be granted when an existing tenancy comes to an end.

The Council worked with sub-regional partners to develop a sub-regional Strategic Tenancy Strategy to which all registered providers across the Greater Haven Gateway should have regard to.

### **The Council's Strategic Plan 2012-15**

Colchester Borough Council's Strategic Plan sets out how the Council will play its part in making Colchester a place where people want to live, learn, work and visit.

The Council's priorities are placed under two categories:

- ▶ Leading our communities.
- ▶ Delivering high quality assessable services.

The Homelessness Strategy meets the following key priorities from the strategic plan by:

- ▶ Supporting more vulnerable groups.
- ▶ Providing more affordable homes across the borough.

- ▶ Engaging with the voluntary sector.
- ▶ Working in partnerships to help tackle health and crime issues.

## **A Housing Strategy for Colchester**

Whilst the Homelessness Strategy is a document in its own right, it also forms part of Colchester's overarching Housing Strategy. Therefore to avoid duplication the key priorities proposed in the Homelessness Strategy will not include priorities that have historically been covered by the Housing Strategy.

The current housing strategy was developed in 2008 to cover the five years from July 2008 to June 2013. The housing strategy has an accompanying action plan to direct the work of the council and its partners. The action plan has been refreshed in 2012 and 2013 to:

- ▶ Enable work to build on achievements already made.
- ▶ Reflect changes in the economy and the housing sector.
- ▶ Reflect changes resulting from the Housing Fundamental Service Review.

The current action plan covers the period 2013 -14.

A new five year Housing Strategy for Colchester will be developed in 2014/2015 in conjunction with the Housing Strategy partnership with representatives from the Colchester Borough Council, private developers, Colchester Borough Homes and other Registered Providers.

The overall vision for the Council and its partners is to:

*'Make Colchester a place where people choose to live in a decent, safe home which; meets their needs, at a price they can afford and in locations and neighbourhoods that are sustainable and desirable.  
Work to improve the quality of life of local residents'.*

## **The Review**

### **Homelessness in Colchester – The Local Picture**

Key messages from the evidence base:

- ▶ As at 31<sup>st</sup> March 2012 there were 75,945 dwellings in Colchester borough of which 6257 are owned by the Local Authority.
- ▶ A total of 1012 homes were built in Colchester between April 2011 and March 2012 of which 366 were recorded affordable housing completions.

- ▶ The average household price across the borough in April 2012 was 214,573.
- ▶ There has been an increase in minority ethnic groups in Colchester from 2001-2011 from 3.8% - 8.0%.
- ▶ 18% of Homeless applications to Colchester Borough Council in 2012-2013 were from minority ethnic groups.
- ▶ During the financial year 2012- 2013 there were 342 homeless decisions made by Colchester Borough Council of which 251 households were accepted as being owed a homelessness duty.
- ▶ A third of all households accepted became homeless because they were asked to leave by a parent, family or friends; 21% had their private sector or tied accommodation brought to an end and 15% were households where a relationship had broken down.
- ▶ Of the households accepted 50% had dependent children, 20% were single vulnerable adults and 11% were 16/17 year olds.
- ▶ As at March 31<sup>st</sup> 2013 there were 168 households in Temporary Accommodation which was a slight reduction than at the same time the previous year.
- ▶ Over the last financial year 411 households were prevented from becoming homeless in Colchester.
- ▶ The number of social housing lettings in Colchester in 2012 - 2013 was 624 of which 29% were let to homeless households.
- ▶ The latest information from the Department of Work and Pensions shows that 98 households in Colchester will potentially be affected by the benefit cap.
- ▶ The number of under occupied households in the social rented sector (by 1 bedroom or more) in Colchester as at July 2013 was 904.
- ▶ Since 2010 the estimated figure for rough sleeping in Colchester has significantly increased from 10 people in 2010 to 25 people in 2012.

## **How the strategy was developed**

A project Group of Key Stakeholders was set up to look at the ways in which the Council and its partner organisations can work together to prevent and reduce homelessness and provide services that meet the needs of homeless people in the borough.

The project group identified key priorities for the new Homelessness Strategy and developed the Action Plan to meet these priorities. In order to fulfil its remit the group:

- ▶ Conducted a review of homelessness in Colchester which included service user consultation, service mapping and identifying resources available to tackle homelessness including; funding advice and support.
- ▶ Looked at the achievements from the current strategy and ways to build on these.
- ▶ Considered the challenges that have impacted on homelessness with the Localism Act and Welfare Reform.
- ▶ Produced an evidence base to include data and commentary on the current and predicted future levels of homelessness and homelessness prevention in the Borough.

The organisations that were represented on the project group are:

Colchester Borough Council – Strategic Housing Team, Housing Options Team and Community Initiatives Team, Customer Service Centre  
Colchester Borough Homes  
The April Centre  
Beacon House  
Colchester Emergency Night Shelter  
One Support  
Family Mosaic  
Colne Housing  
Essex Probation  
Regional representative Homeless Link  
The Job Centre Plus

Other groups that meet regularly have also been involved in the development of the strategy and information from these groups has fed into the strategy and delivery plan. These groups include:

- The Housing Forum
- The Young Persons Housing Forum
- The Supported Housing Network Meeting

## **The Scope of the Homelessness Strategy**

The review of homelessness in Colchester has identified 4 key priorities to reduce and prevent homelessness which will form the basis of the strategy and delivery plan. These are:

- ▶ Preventing homelessness by sustaining tenancies.
- ▶ Mitigating the impacts of welfare reform.
- ▶ Improving the health and wellbeing of homeless people.
- ▶ Changing the culture and perception of social housing through education and managing expectations.

Additionally because of the significant rise in people sleeping rough across the borough since 2010, there is also a section that focuses on Rough Sleepers. This section will also include single homeless people that the Council does not owe a duty to house under homelessness legislation.

## **Consultation**

Service user consultation took place in July and August 2013. It was agreed by the project group that two methods of consultation would be used to capture as much information as possible from people that are currently homeless or have been homeless previously.

Questionnaires were distributed to organisations that provide accommodation, advice and support to homeless people in Colchester who were able to hand out the questionnaires to people that used the service. The questionnaire sought views on the experience of being homeless in Colchester which included; reasons for becoming homeless, use of services, help and support provision and Health. The number of questionnaires completed was 33 out of 200.

The questionnaire was used as the basis for Focus Groups that were held at Beacon House, in the form of a drop in session for over 25's, and at the Youth Enquiry Service for under 25's.

It was agreed by the project group that separate sessions would be held as the experience of homelessness could differ depending on age. The venues were carefully chosen as they were familiar to the relevant service users.

The sessions were well attended and gave a valuable insight into the issues and challenges that homeless people face.

The key messages that came out of the consultation are:

*The people that responded to the questionnaire and attended the focus groups were mainly white British and between the age of 36-59 years*

*The main reason for becoming homeless was friend/family eviction and relationship breakdown*

*In order to lead a more settled life, people most need help with emotional and mental health problems and managing a tenancy*

*The main problem for people who do not have a settled home is finding employment*

*The main health problems are depression and mental health*

*The help and support provided by the voluntary sector agencies in Colchester was much appreciated by homeless people*

*There is no where for homeless people to go during a large part of the day*

*There is a general lack of understanding of welfare benefits and homelessness law*

The comments and suggestions provided by service users have been fed into the strategy and delivery plan to help meet the priorities.

Feedback from the consultation can be found in Appendix 1.

## **The Key Priorities for the Strategy**

The review of homelessness in Colchester including the findings from the consultation identified 4 key priorities for the strategy:

- ▶ Preventing homelessness by sustaining tenancies.
- ▶ Mitigating the negative impacts of welfare reform.
- ▶ Improving the Health and Wellbeing of homeless people.
- ▶ Changing the perception and culture of social housing through education – managing expectations.
- ▶ A separate section in the strategy on rough sleepers has also been included.

## **Priority 1: Preventing homelessness by sustaining tenancies**

The review highlighted the need for the Council and its partner organisations to continue to prevent homelessness and help people sustain their tenancies by early intervention and providing good quality advice and support services.

We recognise the importance of a multi agency approach to tenancy sustainment and we will look for new and innovative ways to prevent homelessness and help tenants remain in their homes.

To meet this aim we will need to:

- ▶ Increase provision of tenancy support (including floating support) and debt advice to tenants in the social rented sector.
- ▶ Prevent Homelessness by helping people sustain their tenancies, through the increased provision of debt and welfare rights advice – to include work being done on this by the Night Shelter and the April Centre for single homeless people.
- ▶ Reduce the number of owner occupiers losing their properties through mortgage arrears – to include Mortgage Rescue Schemes and other government initiatives.
- ▶ Provide services that will support young tenants to maintain their tenancy and prevent unnecessary evictions through pre eviction panels – to include temporary accommodation and supported housing schemes.
- ▶ Increase prevention of homelessness caused by domestic violence – including raising awareness and breaking the cycle through generations.
- ▶ Improve release programmes for people leaving Care and Institutions' such as Prison and Armed Forces – including more information needed about people leaving institutions, planned discharge procedures.

## **Priority 2: Mitigating the negative impacts of welfare reform**

The change to the benefit system brought about by welfare reform has already started to impact on the lives of homeless people in Colchester. In 2012 the Council set up a project group of key stakeholders to respond to these changes.

The impacts to housing customers mainly arise from four policy areas:



- The Benefit Cap.
- The removal of the spare room subsidy in the social rented sector – under occupation.
- Introduction of Local Council Tax Support.
- Universal credit.

We have developed a proactive approach to support a number of our residents to ensure that the impact of the changes is minimised.

Colchester Borough Council and Jobcentre Plus have been working in partnership to support claimants potentially affected by the welfare reform. Together we have developed a framework of advice and support to help residents.

A joint Customer Support Team has been formed based in the Customer Service Centre which has been contacting residents to provide advice on housing options, welfare benefits, money management and support in finding employment.

The table below shows the expected impact of the key reforms affecting homelessness and how Colchester Borough Council will work in partnership to mitigate these impacts:

<b>Welfare Reform</b>	<b>Expected Impact</b>	<b>Mitigation</b>	<b>Work already being undertaken</b>
<b>Household Benefit Caps: total maximum benefit of £500pw for couple/single parent households, £350pw for single people</b>	<ul style="list-style-type: none"> <li>- More households likely to fall into rent arrears.</li> <li>- Potential for increased levels of homelessness, particularly amongst larger households.</li> </ul>	<ul style="list-style-type: none"> <li>- Promote the availability of Discretionary Housing Payments (DHP)</li> <li>- Provide advice and support to tenants potentially affected</li> <li>- help to assist tenants into employment</li> </ul>	<ul style="list-style-type: none"> <li>- Residents potentially affected by the benefit cap contacted in July 2012 to give support and advice</li> <li>- launch of online DHP applications</li> <li>- Data exchange with Registered Providers (RP's) to share potentially affected customers</li> <li>- mixed media communications to residents and partners</li> </ul>
<b>The removal of the spare room subsidy in the social rented sector – under occupation</b>	<ul style="list-style-type: none"> <li>- More households looking to move to smaller accommodation – increase in demand</li> </ul>	<ul style="list-style-type: none"> <li>- Promote mutual exchange to encourage tenants to move</li> <li>- Review existing policies to encourage tenants to move and make better use of housing</li> </ul>	<ul style="list-style-type: none"> <li>- Two Mutual exchange fairs have taken place in conjunction with other RP's. Numbers of mutual exchanges have increased since January 2013.</li> <li>- targeted advice and support provided to tenants potentially</li> </ul>

		<ul style="list-style-type: none"> <li>stock</li> <li>- help to assist tenants into employment</li> </ul>	<ul style="list-style-type: none"> <li>affected</li> <li>- mixed media communications to residents and partners</li> <li>- launch of online DHP applications</li> <li>- Colchester Borough Homes (CBH) have made visits to tenants to offer support in finding employment, applying for benefits and Discretionary Housing Payments (DHP) or moving to a smaller property</li> </ul>
<p><b>Council Tax Benefit replaced by Local Council Tax Support scheme (LCTS)</b></p>	<ul style="list-style-type: none"> <li>- Increased demand on finances of low-income households - increase in rent arrears and evictions</li> </ul>	<ul style="list-style-type: none"> <li>- Identify and support residents affected especially vulnerable clients</li> </ul>	<ul style="list-style-type: none"> <li>- targeted advice and support provided to residents potentially affected especially vulnerable clients - To date 2200 customers have been contacted 2200 and 186 face to face interviews conducted</li> <li>- mixed media communications to residents and partners</li> </ul>
<p><b>Universal Credit Single monthly payment, paid in arrears - new claims to Universal Credit are expected in Essex from February 2014</b></p>	<ul style="list-style-type: none"> <li>- Increase in number of households with rent arrears due to lack of financial management</li> <li>- Fewer PRS landlords willing to rent to households in receipt of benefits</li> </ul>	<ul style="list-style-type: none"> <li>- Identify and support tenants with managing budgets</li> </ul>	<ul style="list-style-type: none"> <li>- CBC and DWP working in partnership to prepare for the change</li> <li>- CBC working with other Local Authorities across Essex</li> <li>- CBH have recruited a Financial Assistance Officer to offer tenants support with budgeting and financial advice</li> </ul>

### Priority 3: Improving the Health and Wellbeing of homeless people

The review recognised the impact that homelessness is having on health. Homeless people experience some of the poorest health in our communities and without good health it can be difficult for people to move on and secure and maintain accommodation.

Homeless link have highlighted that improving the health of people who are homeless is central to reducing health inequalities and achieving the goal of ending homelessness.

A study of the healthcare of single homeless people by the Department of Health found that because of their higher levels of need, homeless people use acute health services disproportionately to the general population. The study estimated that this group used hospital services at a rate of 4 to 8 times more than the general population.

In Colchester the voluntary sector organisations already support homeless people to access health services and manage their health problems. However, further action is required to improve the suitability, access and take up of health services.

To meet this aim we will need to:

- ▶ Work in partnership with the Public Health Team at Essex County Council (ECC) on the Homelessness Health Needs Audit to gather local information on the health needs of homeless people.
- ▶ Collate the information from the Health Needs Audit to identify services to meet the health needs of homeless people in Colchester. The results will inform ECC's Joint Strategic Needs assessment.
- ▶ Promote the integration between health and housing to meet the actions identified in the Public Health Outcomes Framework.
- ▶ Continue to work on the relationship between the Housing Options Team and the Mental Health Team to improve the hospital discharge process.

#### **Priority 4: Changing the perception and culture of social housing through education – managing expectations**

Due to the increasing demand for social housing and the reduction in the number of properties available through the Council's Housing Register, the review identified the need to manage the expectations of people who apply for social housing.

With more young people becoming homeless in Colchester, educating families on the reality of homelessness is key to changing the perception and culture of social housing.

A multi agency approach is needed to identify and support alternative housing solutions to give young people move-on options.

To meet this aim we will need to:

- ▶ Provide wider communication of Colchester Borough Council's Housing and Homelessness Services.
- ▶ Develop early intervention and prevention options for Young People at risk of becoming homeless in the Borough – to work with the ECC Homeless Youth Specialists to raise awareness of family breakdown and provide basic strategies and signposting to support families to resolve conflict.
- ▶ Increase and support housing options for single people and vulnerable groups including: Solo Housing Scheme, YMCA Supported Lodgings Scheme and Genesis Leasing Scheme.

### **Rough Sleepers**

Since 2010 there have been an increasing number of single homeless and rough sleepers in the borough. In 2012 the estimated number of rough sleepers in Colchester was 25. It was agreed by the council and partner organisations in Colchester that an estimate rather than a count would be returned to the Department of Communities and Local Government for 2013. The estimate revealed that there were 35 rough sleepers in Colchester.

In 2011 The Department of Communities and Local Government (DCLG) made a one off payment of £40,000 to a group of local authorities in Essex and the Greater Haven Gateway. The funding was used for the purposes of supporting work to prevent and tackle rough sleeping.

Colchester and Tendring were awarded £18,750 of the funding which was provided to the April Centre (based in both local authority areas) to carry out outreach work which included making contact with rough sleepers, helping them find and secure accommodation, introducing them to other support agencies and helping to facilitate a more settled lifestyle.

The success of the project highlighted the need to build on the outreach work by statutory and voluntary organisations working together to provide the right help in the right place at the right time.

The consultation identified the issues that single homeless people and rough sleepers face day to day in Colchester and specific actions that are needed to prevent homelessness for this group. These actions include:

- ▶ Establish a multi agency group of support services for single homeless and rough sleepers in Colchester to identify gaps in service provision and to avoid duplication of services.

- ▶ Set up a protocol between voluntary sector organisations to enable data on rough sleepers to be shared.
- ▶ Identify the support needs of different types of rough sleepers including entrenched rough sleepers, young people that are 'new' to the streets, people suffering from mental health to help engage with different groups.
- ▶ Explore the possibility of extending the opening times of agencies to reduce the amount of time that rough sleepers spend on the street.
- ▶ Identify move-on opportunities for rough sleepers to help with transition from living on the street.

### **How the Homelessness Strategy and Delivery Plan will be monitored**

The Homelessness Strategy is intended to be a working document with actions being implemented throughout the life of the strategy. Therefore the Delivery Plan will be updated on a regular basis.

A report on the progress of the Strategy and Delivery Plan will be produced on an annual basis and circulated to the relevant stakeholders.

## Homelessness Strategy Delivery Plan 2013 – 2018

<b>Priority 1: Preventing homelessness by sustaining tenancies</b>				
How this priority will be achieved	Key Actions	Smart target	By When	By Whom
<p>Increase the provision of tenancy support including floating support to tenants in social rented sector</p>	<p>1.1 Encourage the take up of tenancy floating support through One support to vulnerable tenants moving into accommodation</p> <p>1.2 Tenancy support Officers to identify and support clients in accommodation</p>	<p>Increased take up of One support service – increase in tenants sustaining their tenancy – reduction in number of evictions for rent arrears and ASB</p>	<p>Throughout the lifetime of the strategy</p>	<p>Customer Service Centre/Colchester Borough Homes/Registered Providers</p> <p>Colchester Borough Homes – Tenancy Support Officers</p>
<p>Prevent Homelessness by helping people sustain their tenancies, through the increased provision of debt and welfare rights advice</p>	<p>1.3 Provide support and advice to tenants on managing debt and welfare benefits including organisations working with single homeless</p> <p>1.4 Increase the availability and provision of debt advice in the Borough and promote existing</p>	<p>Reduction in the number of evictions for rent arrears</p> <p>Increase take up of welfare benefits</p> <p>Increase in number of people using the Credit Union</p>	<p>Throughout the lifetime of the strategy</p>	<p>Colchester Borough Homes – Financial Inclusion Officer/CAB/Credit Union/April Centre/Beacon House/Night Shelter</p>

	<p>services including the CAB</p> <p>1.5 Continue to raise awareness of the Credit Union to avoid clients using expensive doorstep credit providers</p>			
<p>Reduce the number of owner occupiers losing their properties through mortgage arrears</p>	<p>1.6 Provide advice and support services to home owners threatened with repossession at an early stage so that homelessness can be prevented in a sustainable way</p> <p>1.7 Promote the Governments Mortgage Rescue Scheme</p>	<p>Reduction in homeless applications due to repossession</p>	<p>Throughout the lifetime of the strategy</p>	<p>Colchester Borough Homes - Housing Options Team</p>
<p>Provide services that will support young tenants to maintain their tenancy and prevent unnecessary evictions through ASB and Arrears</p>	<p>1.8 Develop early intervention programmes for young people under 25 including pre eviction panels/pre tenancy workshops</p> <p>1.9 Joint working with Supported Housing</p>	<p>Reduction in Young People being evicted from their tenancy including Temporary Accommodation and Supported Housing</p>	<p>October 2014</p>	<p>Colchester Borough Homes – Housing Options Team/Supported Housing Network, CBH TSO's</p>

	Schemes for under 25's on Notice to Quit Panels to prevent evictions			
<p>Improve release programmes for people leaving Care and Institutions' such as Prison and Armed Forces</p>	<p>1.10 Set up monitoring of release programmes from Prisons and Armed Forces 1.11 Work with Prisons, Armed Forces and Social Services on planned move-on routes - The April Centre is conducting visits to prisons to help those ready to be released</p>	<p>Data collected to inform policy Release programmes in place</p>	<p>Monitoring set up by April 2015 October 2015</p>	<p>Colchester Borough Homes/The April Centre</p>
<p>Increase prevention of homelessness caused by domestic violence</p>	<p>1.12 continue to support the multi-agency partnership work with local domestic abuse agencies through the Domestic Violence Forum 1.13 Monitor the take up of the Sanctuary Scheme</p>	<p>A reduction in homelessness caused by domestic violence</p>	<p>Throughout the lifetime of the strategy</p>	<p>Community Initiatives Team/Housing Options Team</p>



<b>Priority 2: Mitigating the negative impacts of welfare reform</b>				
How this priority will be achieved	Key Actions	Smart target	By When	By Whom
Provide advice and support to tenants/residents potentially affected by the welfare reforms	<p>2.1 Promote the availability of Discretionary Housing Payments (DHP)</p> <p>2.2 Work with the Job Centre Plus to help assist tenants to access employment</p> <p>2.3 Promote mutual exchange to encourage tenants to move including via Mutual Exchange fairs</p> <p>2.4 Review existing policies to encourage tenants to move and make better use of housing stock</p> <p>2.5 Identify and support tenants with managing budgets – Financial Inclusion officer</p>	Reduction in tenants /residents affected by welfare reforms	April 2017	Colchester Borough Council/Colchester Borough Homes/Job Centre Plus

<b>Priority 3: Improving the Health and Wellbeing of homeless people</b>					
How this priority will be achieved	Key Actions	Smart target	By When	By Whom	
Work in partnership with the Public Health Team at Essex County Council (ECC) on the Homelessness Health Needs Audit to gather local information on the health needs of homeless people.	3.1 Attend meetings at ECC to progress the Health Needs Audit – Project Group set up for Colchester to complete audit - CBC, One Support and Beacon House	Meetings Attended Representatives for Project Group agreed	October 2013	ECC/CBC/One Support/Beacon House	
Collate the information from the Health Needs Audit to identify services to meet the health needs of homeless people in Colchester. The results will inform ECC's Joint Strategic Needs assessment	ECC and Colchester Project Group to work in partnership to collate information from the audit	Information Collated Services to meet the health needs of homeless people identified	April 2014	ECC/CBC/One Support/Beacon House	
Promote the integration between health and	Work in partnership with ECC Public Health	Identified outcomes in the framework met	April 2016		

housing to meet the actions identified in the Public Health Outcomes Framework Improving the wider determinants of Health for homeless acceptances and households in temporary accommodation	Team to progress the actions in the framework			
Progress work with ECC and North and Mid Essex on the actions from the ECC Mental Health Accommodation Strategy including the hospital discharge process	Attend meetings with North and mid Essex Locality Group	Actions from strategy implemented  Hospital discharge process in place	November 2015	ECC/CBC/CBH

<b>Priority 4: Changing the perception and culture of social housing through education – managing expectations</b>				
How this priority will be achieved	Key Actions	Smart target	By When	By Whom
Provide wider communication of Colchester Borough	4.1 Improve communication of services provided by	Statutory and Voluntary organisations and Service Users more	Throughout the lifetime of the strategy	Community Initiatives/Housing Options –Young

<p>Council's Housing and Homelessness services</p>	<p>the Council to statutory and voluntary sector organisations through Information days  4.2 Identify gaps in information and publish and promote leaflets on the Council's homelessness and housing service for partner organisations and young people, and distribute widely at key Service Locations.</p>	<p>aware of services provided by Colchester Borough Council</p>	<p>Throughout the lifetime of the strategy</p>	<p>Persons Housing Forum</p>
<p>Develop early intervention and prevention options for Young People at risk of becoming homeless in the Borough through the Young Persons Housing Forum</p>	<p>4.3 Work with the Homeless Response Team to raise awareness of family breakdown and provide basic strategies and signposting to support families to resolve conflict  4.4 Continue to work in partnership with Schools in the Borough in educate young people and their parents of the risks of leaving home in an</p>	<p>An increase in homelessness prevention for young people  A decrease in homeless applications for young people</p>	<p>Throughout the lifetime of the strategy</p>	<p>Community Initiatives/Housing Options – Young Persons Housing Forum</p>

Increase and support housing options for single people and vulnerable groups including Move-on options from supported Housing	unplanned way. Identify, support and promote alternative housing options including Solo Housing Scheme, YMCA Supported Lodgings Scheme and Genesis Leasing Scheme	Increase in alternative housing options and planned move on routes	Throughout the lifetime of the strategy	Young Persons Housing Forum/Supported Housing Network
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<b>5: Rough Sleepers</b>				
How this priority will be achieved	Key Actions	By When	By Whom	
Establish a multi agency group of support services for single homeless and rough sleepers	5.1 Re establish the Co-ordinated Welfare Meeting with organisations that support single homeless and rough sleepers – will help to identify duplication in services	April 2014	Beacon House	
Set up a protocol between voluntary sector organisations to enable data on rough	5.2 Set up protocol through the Co-ordinated Welfare meeting	November 2014	Co-ordinated Welfare Meeting	

sleepers to be shared	Identify the support needs of different types of rough sleepers including entrenched rough sleepers, young people that are 'new' to the streets and people suffering from mental health to help engage with different groups	Support needs identified	November 2015	April Centre
5.3 Work to be progressed through the Street Outreach Service set up for 2 years from November 2013 with funding from the DCLG and provided by the April Centre	5.4 To be progressed through the Co-ordinated Welfare meeting	Opening times extended – more places for rough sleepers to go during the day	November 2014	Beacon House/April Centre/Night Shelter – Co-ordinated Welfare Meeting
5.5 To be progressed through the Street Outreach Service	5.6 Monitor and promote the Solo Lodgings Scheme set up in July 2013 with funding from the DCLG	Move-on options identified Increase in number of Landlords signing up to the scheme Decrease in number of rough sleepers	November 2015 Monitored quarterly	April Centre/Solo Housing
Identify move-on opportunities for rough sleepers to help with transition from living on the street				

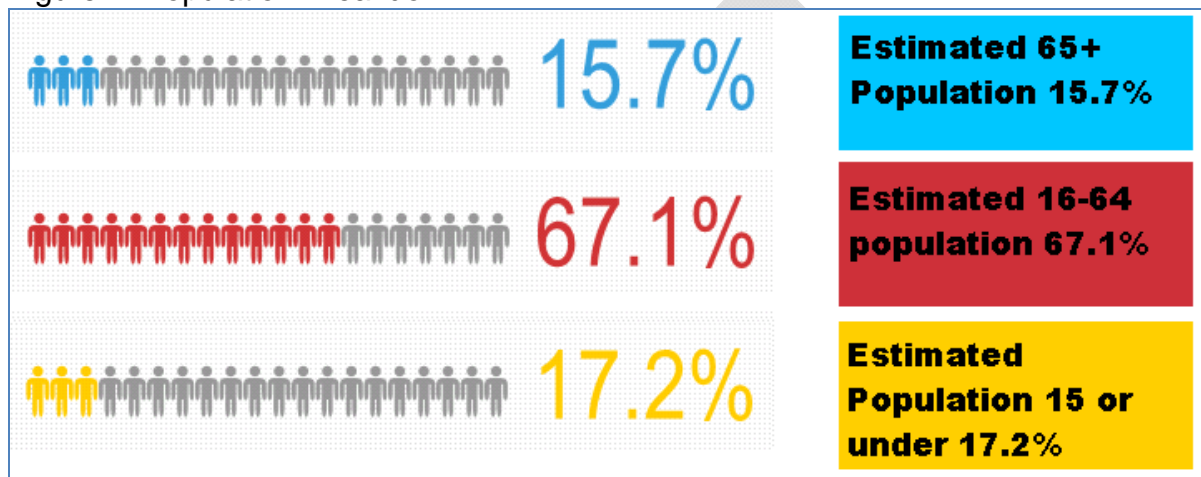
# Colchester's Homelessness Strategy Evidence Base 2013 – 2018

## Background and Demographics

### Population

Data taken from the 2011 census estimated the boroughs population at 173,000. This is an increase of 11% from the mid year estimate of 156,000 in 2001. The estimated total number of households in the borough is 71,600. Figure 1 below shows the make up of the population in Colchester by age category.

Figure 1: Population Breakdown:



Source; Census data 2011

The population of Colchester is estimated to continue to grow over the next ten years by 14.3% to 206,000 between 2012 and 2022. This is an increase of 25,700 people over a 10 year period.

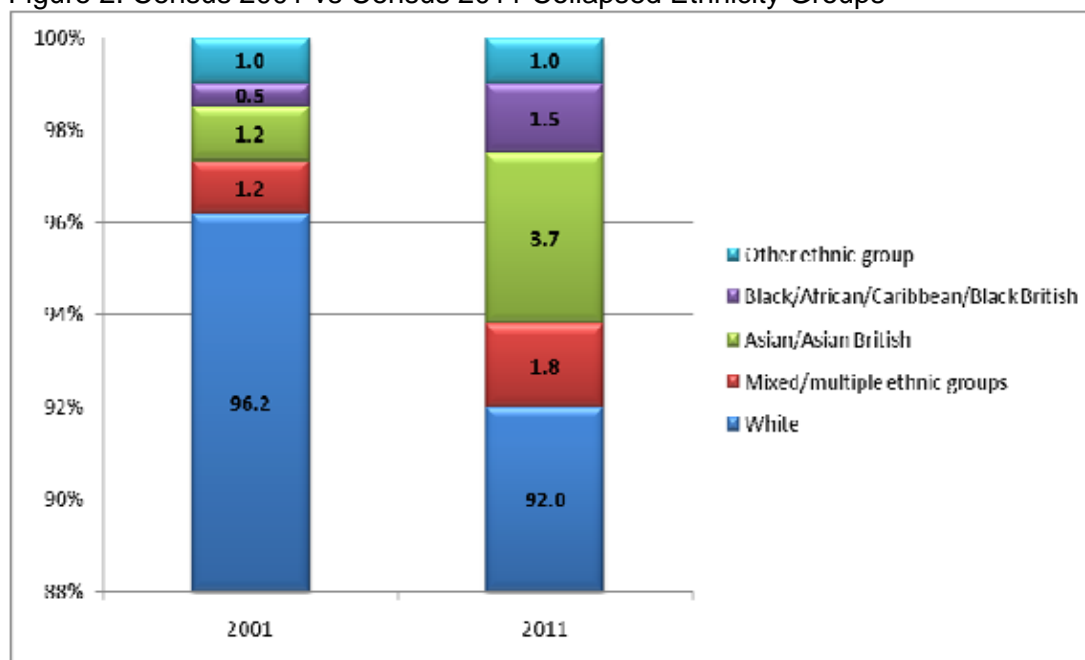
The health of people in Colchester is generally better than the average across England and the deprivation is lower than the average. However although life expectancy is higher than the average in England there are inequalities across the borough. Life expectancy is 8.4 years lower for men and 4.4 years lower for women in the most deprived areas of Colchester compared to the least deprived areas.

As at 31<sup>st</sup> March 2012 there were 75,945 dwellings in Colchester borough of which 6257 are owned by the Local Authority. A total of 1012 were built in Colchester between April 2011 and March 2012 of which 366 of these were recorded affordable housing completions. The average household price across the borough in April 2012 was 214, 573.

## Diversity of the local population

### Ethnicity Summary Colchester

Figure 2: Census 2001 vs Census 2011 Collapsed Ethnicity Groups

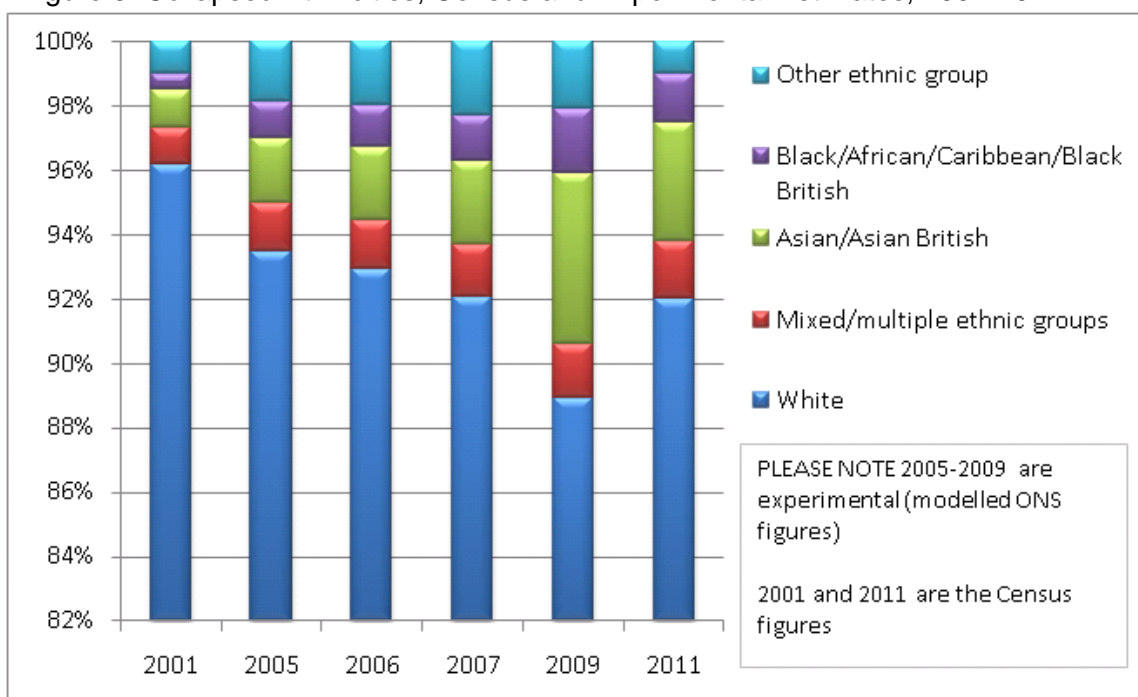


Source: ONS and Census data – **Please note axis doesn't start 0.0%**

- The Census provides the most robust estimate of ethnicity at local authority level
- There has been an increase in minority ethnic groups from 2001-2011 from 3.8-8.0%



Figure 3: Collapsed Ethnicities, Census and Experimental Estimates, 2001-2011



Source: ONS and Census data – Please note axis doesn't start 0.0%

- When including modelled estimates for 2005-2009, it is evident that the proportion of minority ethnic groups in Colchester has increased over the last ten years.

Table 1: Ethnicity Classifications in Colchester, Census 2011

Ethnic Group	Colchester	
	number	%
White: English/Welsh/Scottish/Northern Irish/British	151,453	87.5
White: Irish	1,155	0.7
White: Gypsy or Irish Traveller	79	0.0
White: Other White	6,619	3.8
Mixed/multiple ethnic groups: White and Black Caribbean	889	0.5
Mixed/multiple ethnic groups: White and Black African	469	0.3
Mixed/multiple ethnic groups: White and Asian	929	0.5
Mixed/multiple ethnic groups: Other Mixed	865	0.5
Asian/Asian British: Indian	1,426	0.8
Asian/Asian British: Pakistani	366	0.2

Asian/Asian British: Bangladeshi	385	0.2
Asian/Asian British: Chinese	1,690	1.0
Asian/Asian British: Other Asian	2,488	1.4
Black/African/Caribbean/Black British: African	1,803	1.0
Black/African/Caribbean/Black British: Caribbean	528	0.3
Black/African/Caribbean/Black British: Other Black	244	0.1
Other ethnic group: Arab	978	0.6
Other ethnic group: Any other ethnic group	708	0.4

Source: ONS and Census data

- In 2011 Colchester has the third highest proportion of minority ethnic groups in comparison to other LAs (behind Harlow and Epping Forest).
- Compared to other Essex LAs Colchester had the highest proportion of other Asian, Arab and Chinese ethnicities', (shaded boxes).

Colchester Borough Council is represented on the Equality and Diversity sub group for the Greater Haven Gateway (GHG) which was set up by the GHG Steering Group to focus on specific areas of housing policy and procedure, commissioning studies when appropriate and ensuring that the work of the sub region complies with the Equality Act 2010. Under this act local authorities, must have due regard to the needs of the nine protected characteristic groups to eliminate unlawful discrimination, harassment and victimisation.

The group brings together officers from the local authorities in the sub-region to contribute to and influence the equality and diversity aspects of the sub-regional action plan which includes monitoring the sub regional allocation policy and the impact on the Gateway2Homechoice housing register.

## Homelessness in Colchester

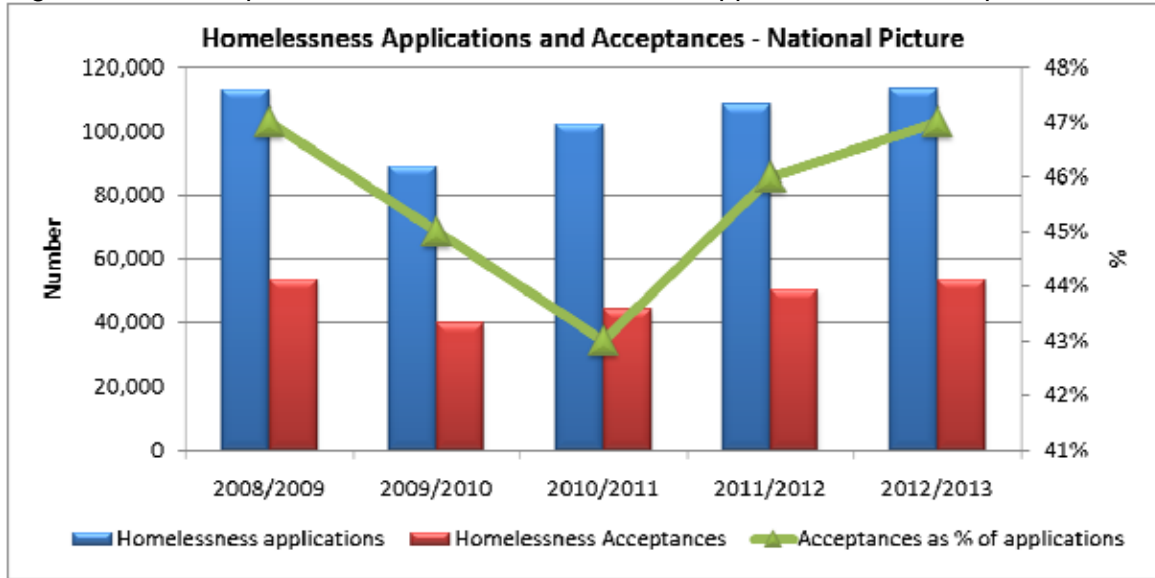
### Homelessness Applications and Acceptances

Detailed information on people that have made a homelessness application to Colchester Borough Council is recorded on the P1E returns that are sent to the Department of Communities and Local Government (DCLG) quarterly.

The P1E provides data on households who have presented themselves as homeless to the Local Authority, and those who have been accepted as unintentionally homeless and in priority need.

Although information from the P1E provides an indicator of homelessness in Colchester it does not represent the whole picture.

Figure 4: National picture – number of homelessness applications and acceptances

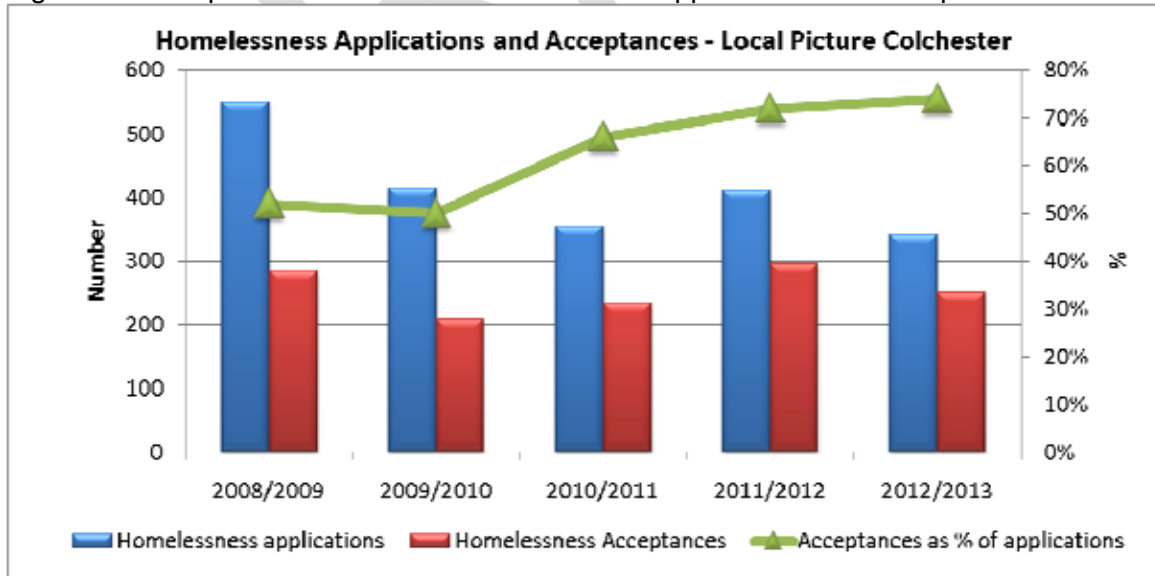


Source; DCLG P1E Return

During the 2012/13 financial year, 113,260 decisions were made by local authorities nationally. This is an increase of 4 per cent from 108,720 in 2011/12.

During the 2012/13 financial year, 53,540 households were accepted by local authorities as being owed the main homelessness duty. This is an increase of 6 per cent from 50,290 in 2011/12.

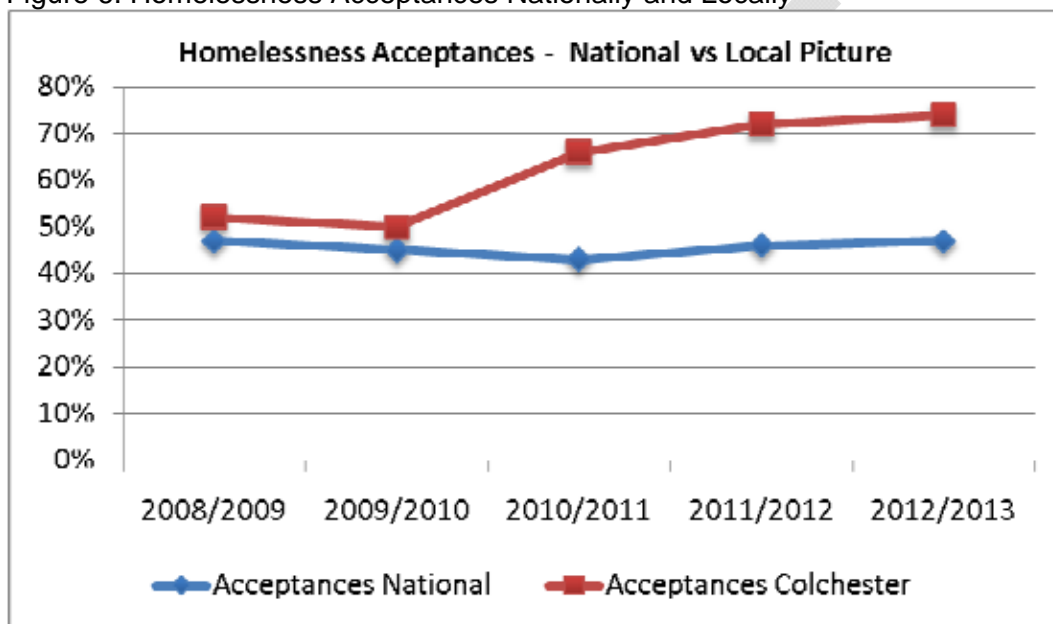
Figure 5: Local picture - number of homelessness applications and acceptances



Source; DCLG P1E Return

- During the financial year 2012-13 there were 342 homeless decisions made by Colchester Borough Council compared to 411 in 2011-2012, this was an overall decrease in decisions of 17%.
- During 2012-13 there were 251 households accepted by Colchester Borough Council as being owed a homelessness duty compared with 295 accepted in 2011-12, this was an overall decrease in acceptances of 15%.

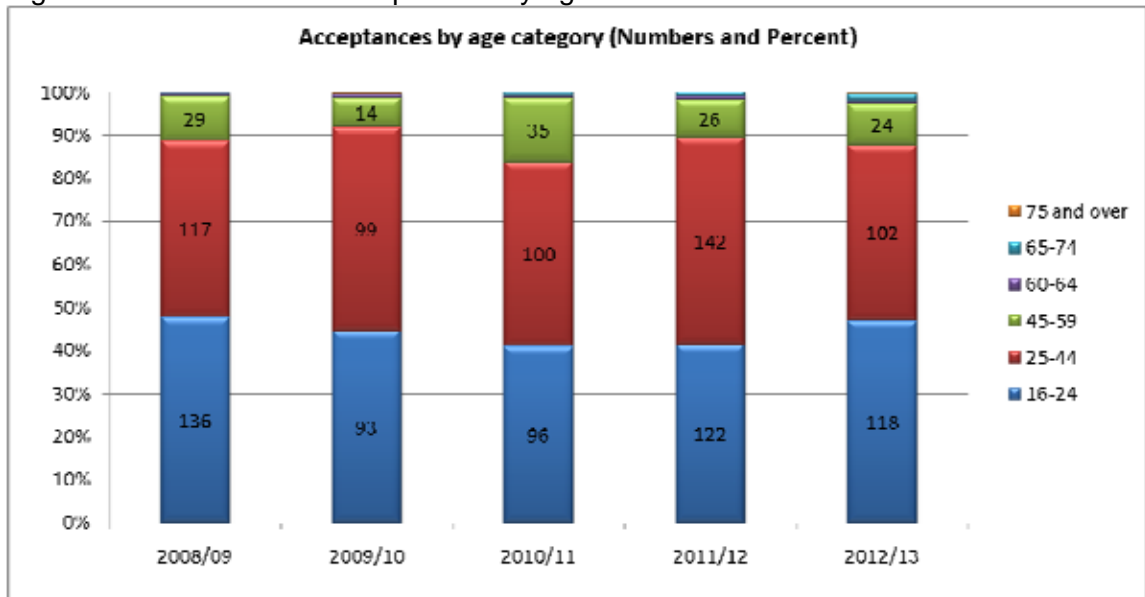
Figure 6: Homelessness Acceptances Nationally and Locally



Source; DCLG P1E Return

Compared to national trends the numbers of homeless applications and acceptances by Colchester Borough Council have shown a decrease in the last financial year whereas nationally there has been an increase. However as shown in figure 6 above, the percentage of applications that has led to an acceptance of homelessness remains higher than the national trend.

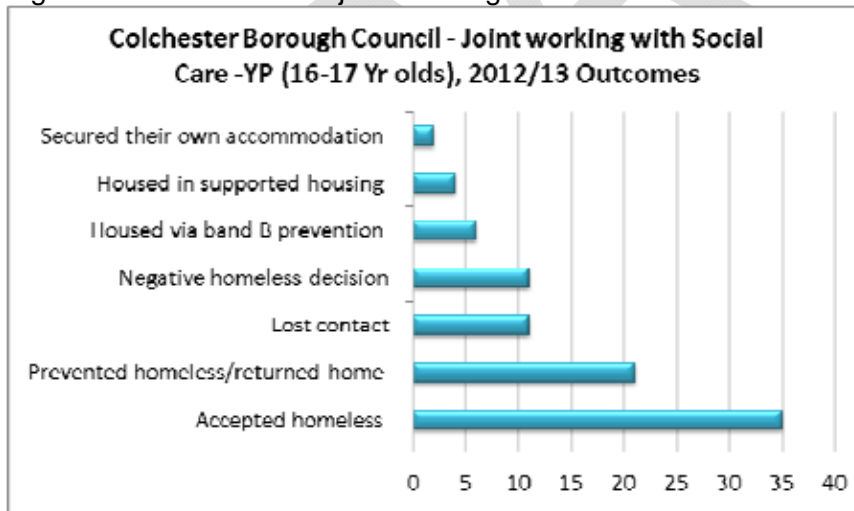
Figure 7: Homelessness acceptances by age



Source; DCLG P1E Return

As shown in figure 7, the highest proportion of homelessness acceptances in 2012 /2013 is predominantly made up of young people between the ages of 16 - 24 years and households in the 25-44 age categories.

Figure 8: Outcomes from joint working with Social Care



In the past year, Colchester Borough Council have conducted joint homelessness assessments with the Social Care Team at Essex County Council to try to prevent young people becoming homeless. Figure 8 above shows the outcomes from the assessments. The total number of young people assessed in 2012/13 was 90. Colchester Borough Council accepted a duty to 35 young people and homelessness was prevented for 21.

Table 2: Accepted Homeless Households by (main) priority need category

Priority need category	2008/09	2009/10	2010/11	2011/2012	2012/13
Emergency(fire, flood, storms, disaster, etc.)	0	0	0	0	1
Households with dependent Children	131	95	117	157	125
Pregnant Woman with no other dependent children	48	50	34	51	44
16 or 17 year old	32	7	10	20	27
Formerly "in care" and aged 18 to 20 years old	8	6	11	15	4
Old age	3	2	1	5	4
Physical disability	19	14	17	14	17
Mental illness or disability	40	32	39	29	23
Drug dependency	2	0	0	1	0
Alcohol dependency	0	0	0	0	0
Former asylum seeker	0	0	0	0	0
Other	0	0	3	4	1
Been in care	1	1	1	0	0
Served in HM Forces	0	0	0	0	1
Been in custody/on remand	0	1	0	1	0
Fled their home because of violence/threat of violence	1	1	1	0	4
<i>of which Domestic violence</i>	0	0	1	0	4
<b>TOTAL</b>	<b>285</b>	<b>209</b>	<b>234</b>	<b>297</b>	<b>251</b>

Source; DCLG P1E Return

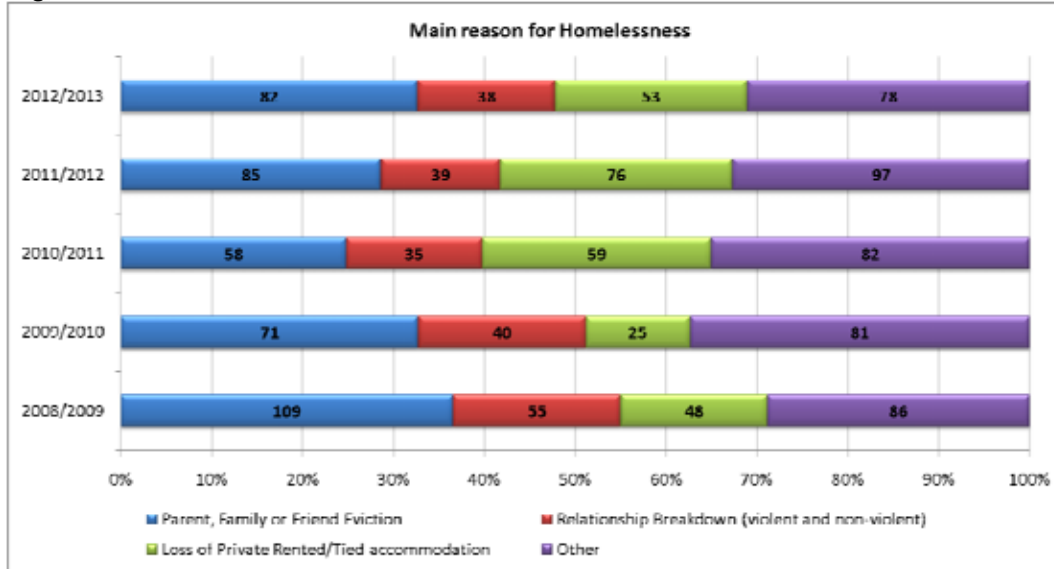
As shown above the main priority need category for people accepted as homeless continues to be those households with dependent children. The Housing Options Team continue to try to prevent homeless for families with children by helping to keep them in their homes or helping them to access accommodation in the private rented sector. Over the last year there has been a decrease in this category from 157 households in 2011/12 to 125 households in 2012/13.

#### Reasons for loss of last settled home

The 3 main reasons why households have been accepted as homeless due to loss of their last settled home over the last 5 years are detailed in figure 11 below.

Consistently both nationally and locally the three main reasons why people lose their last settled accommodation are due to parent, family or friend eviction, Loss of private rented/tied accommodation and Relationship breakdown. Over the last two years there has been a significant rise in those people that have lost their homes due to parent, family or friend eviction.

Figure 11: Main reasons for loss of last settled home

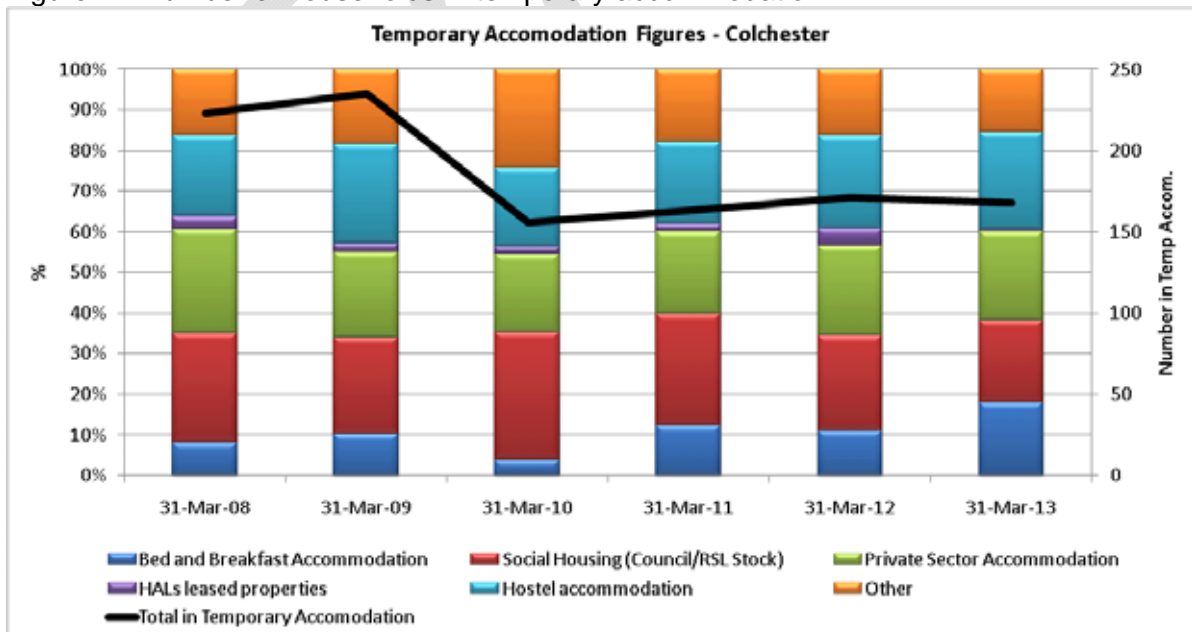


Source; DCLG P1E Return

### Households in Temporary Accommodation

Since the governments drive to halve the number of households in temporary accommodation in 2010 and having met the target, Colchester Borough Council have continued to keep this figure consistent as shown in figure 12 below.

Figure 12: number of households in temporary accommodation



Source; DCLG P1E Return

(please note these figures are a snapshot as at 31 March for each year)

Table 3: Households in temporary accommodation – National picture

TA snap shot as at:	31-Mar-08	31-Mar-09	31-Mar-10	31-Mar-11	31-Mar-12	31-Mar-13
<b>Total number in Temp</b>	77,510	64,000	51,310	48,240	50,430	55,300

Source; DCLG PIE Return

Nationally the number of households in temporary accommodation has increased by 10% from the same time last year as shown in the table above. However this figure has significantly reduced since March 2008.

Table 4: Households in temporary accommodation - Colchester

TA snap shot as at:	31-Mar-08	31-Mar-09	31-Mar-10	31-Mar-11	31-Mar-12	31-Mar-13
Bed and Breakfast Accommodation	18	24	6	20	19	30
Social Housing (Council/RSL Stock)	60	56	49	45	40	34
Private Sector Accommodation	57	49	30	33	38	37
HALs leased properties	7	5	3	3	7	1
Hostel accommodation	45	58	30	33	39	40
Other	36	43	38	29	28	26
Total in Temporary Accommodation	223	235	156	163	171	168

Source; DCLG PIE Return

In Colchester the number of households in bed and breakfast accommodation has shown an increase of 36% from the same point the previous year. The increase has been partly due to the closure of some of the council's hostel accommodation which has now been redeveloped and transferred to Family Mosaic who manage and provide additional support to tenants at the scheme.

## Homelessness Prevention

The Housing Act 1977, Housing Act 1996, and the Homelessness Act 2002, placed statutory duties on each local housing authority to provide free advice and assistance to households within its area who are homeless or are threatened with homelessness.

In Colchester advice and assistance to find alternative accommodation for people that are homeless or threatened with homelessness is provided by voluntary sector organisations, as well as the Housing options Team.

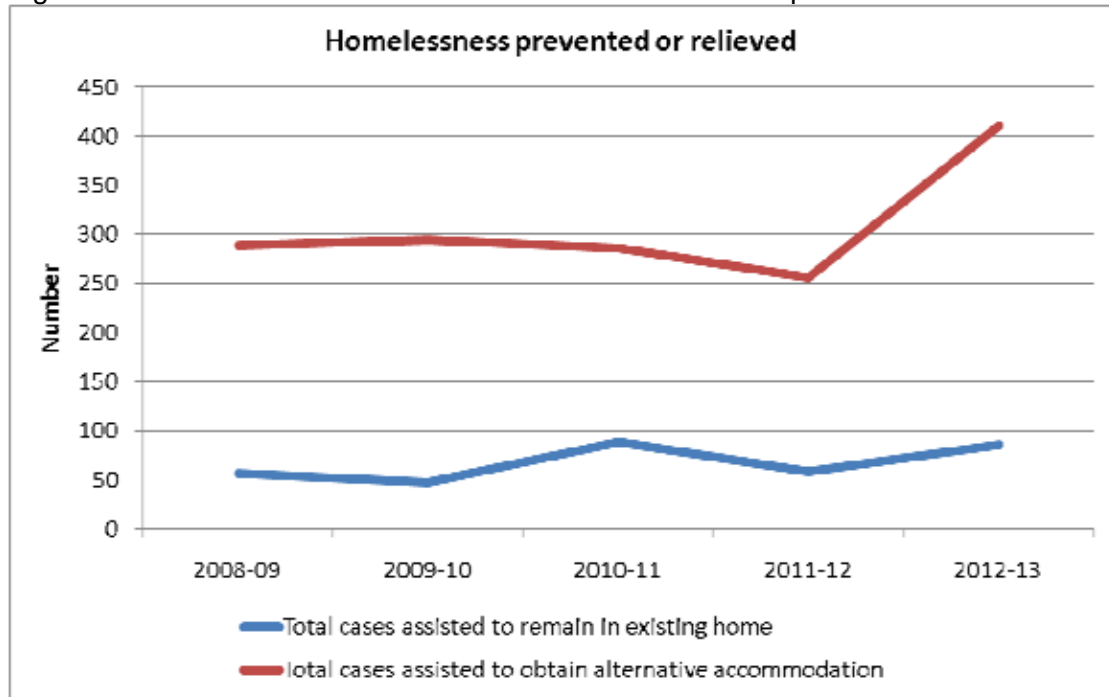
**Homelessness prevention** involves providing people with the ways and means to address their housing and other needs to avoid homelessness. This is done by either assisting them to obtain alternative accommodation or enabling them to remain in their existing home.

**Homelessness relief** occurs when an authority has been unable to prevent homelessness but helps someone to secure accommodation, even though the authority is under no statutory obligation to do so.



Figures recorded for the DCLG P1E return on homelessness prevention and relief in Colchester include those provided by organisations including the Youth Enquiry Service and the April Centre who receive funding from Colchester Borough Council to help provide this service.

Figure 13: Number of cases where homelessness has been prevented or relieved



Source DCLG P1E Return

Figure 13 above shows the number of cases where homelessness has been prevented or relieved in Colchester.

During the last financial year 2012/2013 the number of cases that have been prevented from homelessness by assistance to remain in existing home is 86 which is an increase of 31% from the previous year 2011/2012. The main reason for this is the increase in the number of cases that have been provided with assistance to stay in their private or social sector homes.

The number of cases where assistance was given to obtain alternative accommodation in 2012/2013 was 325 which was an increase of 39% on the previous year 2011/2012. Over the last year there has been a significant increase in the number of cases that have been helped to obtain accommodation in the private rented sector without a Landlord Incentive scheme and those that have been awarded a high priority to obtain social housing.

The national picture shows that the total number of cases of homelessness prevention and relief increased by 2 per cent in 2012/13 compared to 2011/12.

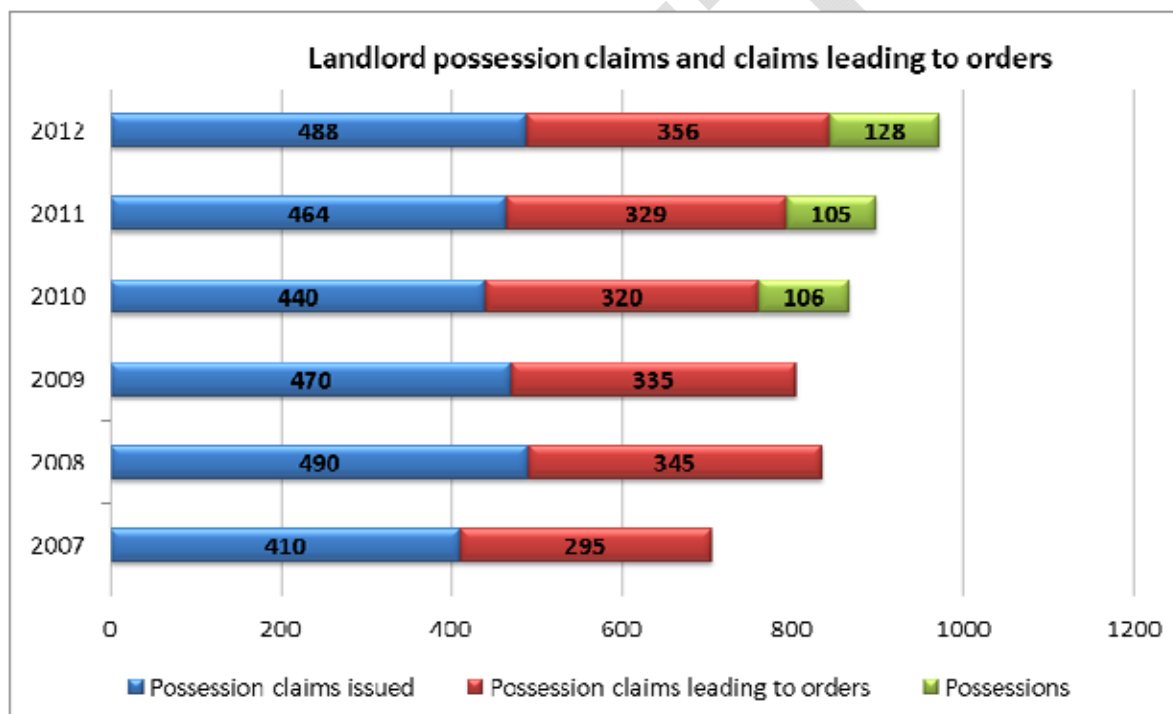
## Possession Actions in the private and public sector

### Landlord possession actions

As shown in figure 14 the number of Landlord (social and private) possession claims have been decreasing since a peak in 2008 and reached their lowest level around 2010. Since then there has been a gradual increase and this upward trend in recent years is the same as the national picture and coincides with an increase in the number of renters.

The proportion of claims which have progressed to a further court action has been rising again since 2010. This means that the likelihood of a tenant being repossessed has been increasing for two reasons: because possession claims have risen and because the proportion of those claims that lead to repossession has risen slightly.

Figure 14: Number of landlord possession actions in Colchester



Source; Ministry of Justice statistics

### Mortgage Possession Actions

Since 2007/08 the number of mortgage possession claims has fallen as shown in figure 15 below. In addition, the total number of possession claims leading to orders and properties repossessed has followed a similar trend.

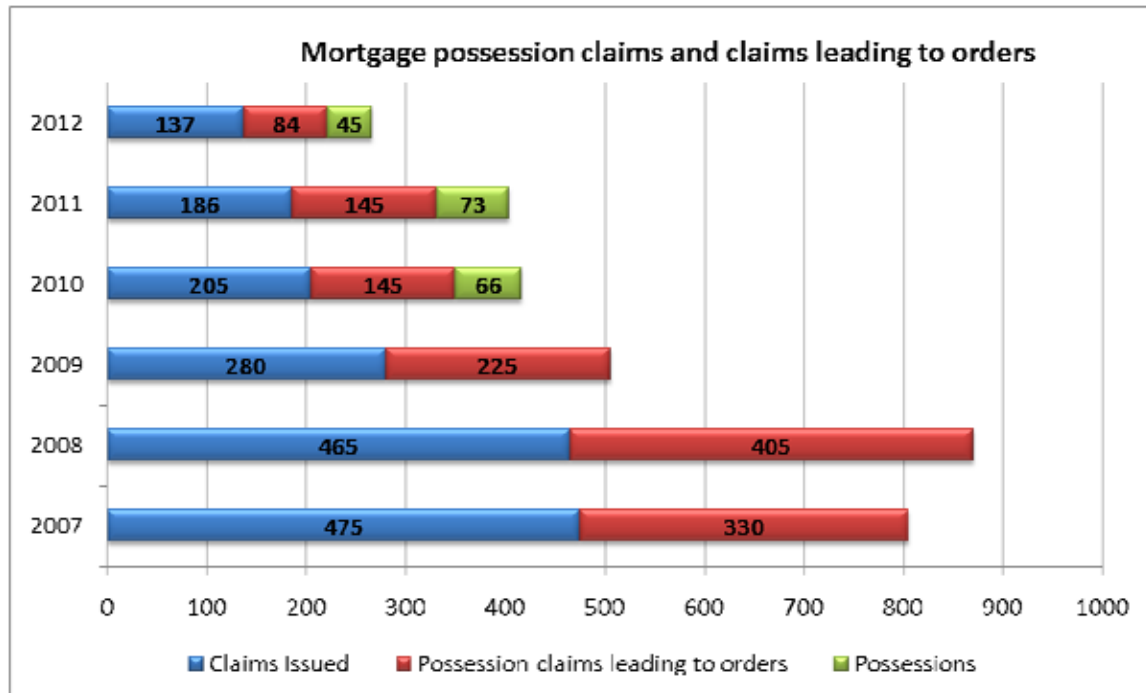
This means that the numbers of mortgagees being repossessed has fallen in recent years, both because of a falling number of claims, and because of a slight fall in the proportion of those claims that progress to a further stage in court process.

The fall in the number of mortgage possession actions since 2008 coincides with lower interest rates<sup>1</sup>, a proactive approach from lenders in managing

consumers in financial difficulties and other interventions from the government, such as the Mortgage Rescue Scheme. Other factors that may have contributed to the rapid fall in the number of mortgage possession claims and claims leading to orders after 2008 include;

- the introduction of the Mortgage Pre-Action Protocol
- a decrease in the number of owner-occupiers

Figure 15: Number of Mortgage possession actions in Colchester



Source; Ministry of Justice statistics

### Social Housing Evictions in Colchester

The graph below shows the number of evictions due to rent arrears and anti social behavior made by Colchester Borough Homes over the last 5 years. In line with the Landlord Possession Claims, there was a reduction in Evictions for rent arrears up until 2010. In 2011/2012 the number of evictions for rent arrears increased by 48%, but over the last year 2012/13 there has been a reduction.

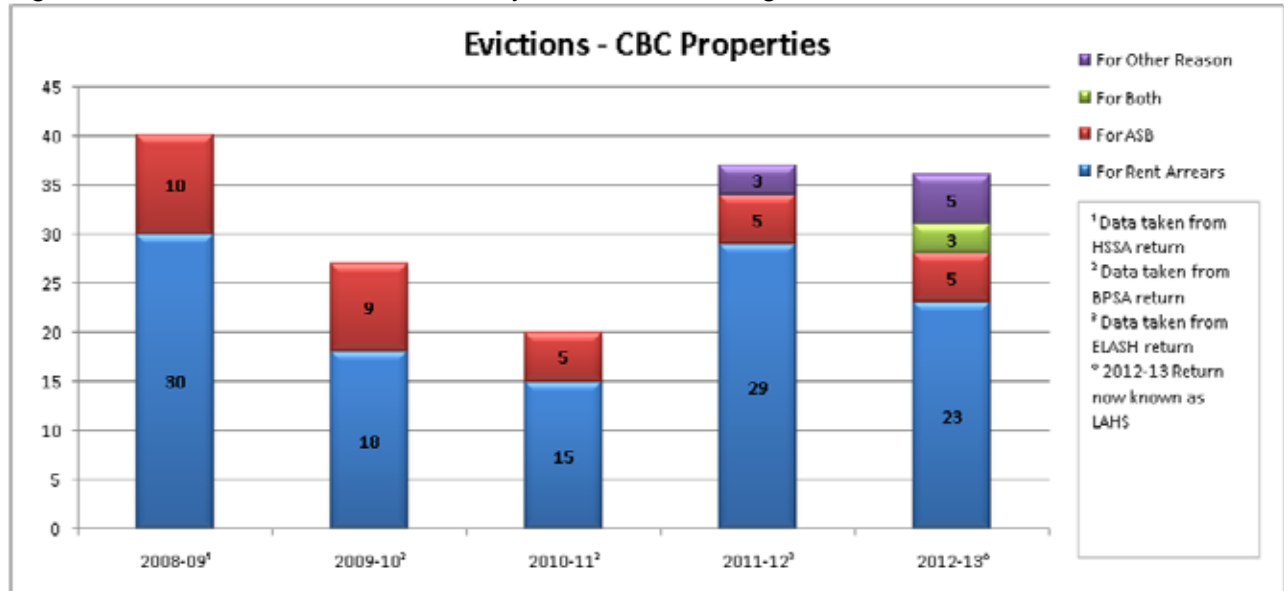
Over the last two years there has been a significant increase in single people, predominately men in their twenties and early thirties, being evicted due to rent arrears. Anecdotal evidence suggests that this group have more difficulty in engaging with the processes in place to support them in their tenancy; this includes personal support offered by CBH, their ability to apply for benefits on time or maintaining a regular payment pattern.

The rise in evictions for this group alone has doubled since last year which indicates that more people in this age group are at risk. Other tenant groups

engage better with the support process and this has led to a lower level of evictions for these groups.

Colchester Borough Homes have introduced Tenancy Sustainment Officers to help tenants sustain their tenancies and reduce the number of those losing their properties through eviction.

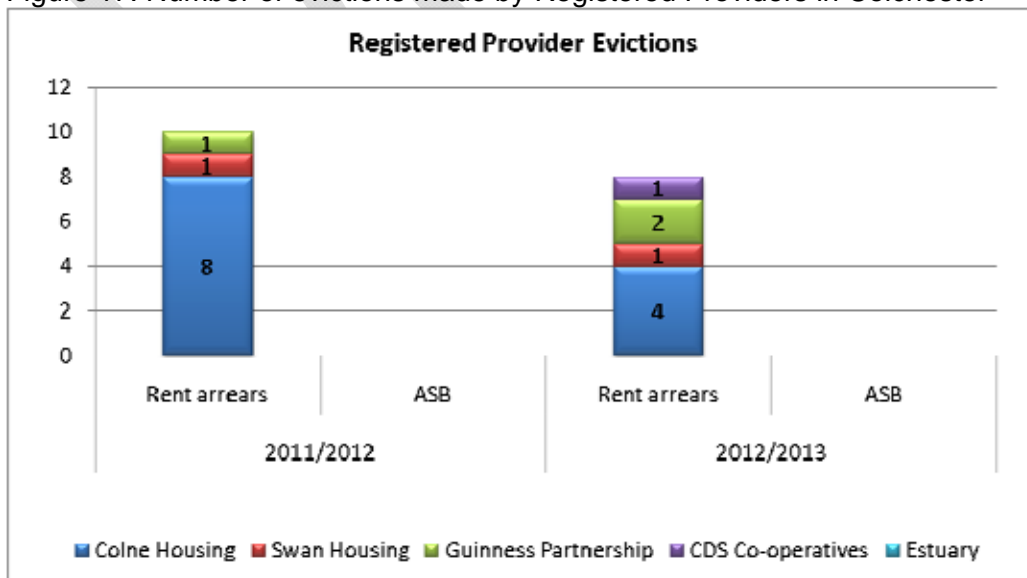
Figure 16: Number of evictions made by Colchester Borough Homes



Source; Capita

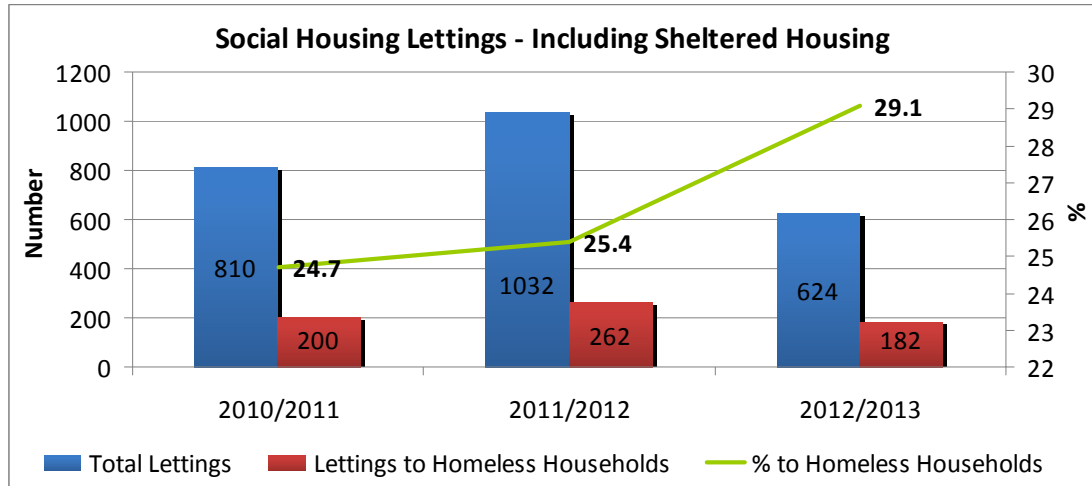
Figure 17 below shows information provided by some of the Registered Providers in Colchester on the number of evictions made for rent arrears over the past 2 years. Colne Housing Society had a 50% reduction in 2012/13 from the previous year. Colne offer help to support Introductory tenants to enable them to sustain their tenancies.

Figure 17: Number of evictions made by Registered Providers in Colchester



## Social Housing Allocations and Nominations

Figure 18: Total number of Social Housing lets for Colchester including Sheltered Housing



Source: Abrisas

The number of social housing lets in Colchester in 2012/13 has significantly decreased from the previous year as shown in figure 18. This decrease is partly due to the number of new build properties that became available for letting in the last financial year (see table 5 below). The percentage of lets to homeless households slightly increased in 2012/13 to 29% which is almost a third of the total lets.

Table 5: Affordable Housing Units delivered by RSL partners

Year	Total units
2010/11	141
2011/12	333
2012/13	86

NB; This figure does not include shared/low cost home ownership schemes

Although there was a significant reduction in the number of affordable housing units delivered in the last year this has remained strong in challenging economic times. The majority of affordable housing is delivered through s106 agreements and therefore delivery is dependent on the building of market housing. The 86 homes delivered have provided much needed affordable housing for households in housing need in the borough.

## Welfare Reform

The Welfare Reform Act introduces the most fundamental reforms to the social security system for 60 years.

The impacts to housing customers mainly arise from four policy areas:

- The Benefit Cap
- The removal of the spare room subsidy in the social rented sector – under occupation
- Introduction of Local Council Tax Support
- Universal credit

### **Benefit Cap – from April 2013**

The maximum level of benefits, including housing benefit, will be capped at £500 weekly for families and couples and £350 for single people.

Nationally 40,000 households are affected by the benefit cap most of which are larger families with 3-4 children in private rented accommodation.

#### The Benefit Cap Colchester

The latest information from the DWP shows that 98 households in Colchester will be potentially affected by the cap.

Breakdown of households;

- Private rented sector 55
- Colchester Borough Council 17
- Other registered social landlord 26

DWP pre implementation national impact assessment identified that the benefit cap would affect mainly those with three or more dependent children. In Colchester data analysis shows households affected have four or more dependent children.

### **The removal of the spare room subsidy in the social rented sector – under occupation - From April 2013**

Social sector tenants of working age renting from a local authority, housing association or other registered social landlord will receive housing support based on household size. A version of this already applies to private tenants.

The allowance is for one bedroom for each person or couple living as part of the household. Two children under 16 of the same gender will be expected to share a room, as will two children under 10 regardless of gender.

Household size criteria will also allow one bedroom for a non-resident carer if a tenant or their partner is a disabled person who needs overnight care.

Households with a disabled child may retain housing benefit for an additional room, if the nature and severity of the child's disability disturbs the sleep of the other child that they would normally be expected to share with.

Where a property is deemed 'under occupied' the eligible rent under Housing Benefit will be reduced by 14 per cent for one room and 25 per cent if under occupied by two rooms or more.

Approved foster carers, whether or not they have a child placed with them or are between placements, will be allowed an extra room, as long as they have fostered a child within the last 12 months or become a registered foster carer within the last 12 months.

Wives or husbands of those serving in the armed forces will be unaffected by these changes. Parents with adult children in the Armed Forces who continue to live with their parents will continue to be considered as living at home when applying the size criteria whilst away on operational duty.

#### Under occupation Colchester

The table below shows the under occupation of households in the social rented sector in Colchester as at July 2013.

Table 6: Under Occupation in Colchester

	Colchester Borough Council Tenants	Non Colchester Borough Council Tenants	Total
Under occupying by 1 bedroom	372	413	785
Under occupying by more than 1 bedroom	76	43	119
Total	448	456	904

#### Colchester Borough Council

A number of Colchester Borough Council tenants have already been affected by the under occupation charge, with a small number being affected by the benefit cap as at June 2013.

Table 7 below shows the rent outstanding and the number of tenants in arrears as at June 2013 compared to the same period last year.

Table 7: Rent and Income comparison

<b>Rent &amp; Income</b>	<b>Jun-13</b>	<b>Jun-12</b>
Arrears outstanding	£402,521	£420,000
as % of debit raised	1.52	1.58
No of tenants in arrears	1707	1524
No owing more than 7 weeks rent	153	182
No of evictions	5	2

Although the amount of arrears outstanding has reduced since the same period last year, the number of tenants in arrears has increased.

Table 8 below shows the number of households affected by under occupation in July 2013 compared to the previous quarter, broken down by amount of arrears. There has been a significant increase in the number of households in arrears in Bands 1-3; this is predominantly due to the reduction in housing benefit received.

Table 8: Breakdown of arrears by households affected by under occupation

	Number of households in arrears as at 1st July	Number of households in arrears as at 1st April
Band 1 - under £50	81	14
Band 2 - £50-99.99	49	12
Band 3 - £100-499.99	132	73
Band 4 - £500+	22	20
<b>Total</b>	<b>284</b>	<b>119</b>

The table below shows an analysis of the arrears of Colchester Borough Council tenants that are under occupying their council property and are receiving Housing Benefit (HB), over the 1<sup>st</sup> quarter of 2013-2014.

Table 9: Analysis of under occupation arrears

	<b>April</b>	<b>May</b>	<b>June</b>
All tenants in arrears	1587	2077	1707
Under occupying HB tenants in arrears	323	309	284
Total arrears	£374,000	£401,592	£402,521
Under occupying HB tenant arrears	£47,832	£54,803	£54,614
% of tenants in arrears who are HB under occupiers	26%	23%	17%

Over the 1st quarter of 2013-2014 the number of under occupying HB tenants in arrears has slightly decreased although the amount of arrears has increased over this period.



A Housing Welfare Reform Group has been set up between relevant teams at Colchester Borough Council and Colchester Borough Homes to collect information to assess and respond to the impact of Welfare Reform on tenants.

### **Local Council Tax Support (LCTS) - from 1 April 2013.**

As part of the national welfare reforms Council Tax Benefit has been replaced by Local Council Tax Support (LCTS)

#### Colchester Borough Council - Local Council Tax Support scheme

Those of state pension credit age receive the same level of support as they did under Council tax Benefit.

The following applies to residents of working age and entitled to Local Council Tax Support (LCTS)

- Residents are required to pay a minimum of 20% of their Council Tax liability.
- The first £25 per week of earnings will not be taken into account when calculating LCTS.
- £6000 saving limit for non passported claims
- Child Benefit and maintenance payments will be taken into account when calculating LCTS.
- A new flat rate non-dependant deduction of £10 regardless of income or savings
- Second adult rebate claims will no longer be accepted.

#### LCTS Colchester

- Currently around 12,000 residents are in receipt of LCTS
- 7,000 of working age
- 5,000 of state pension credit age

### **Universal Credit – from April 2013**

Universal Credit aims to make the welfare system simpler by replacing six benefits and credits with a single monthly payment for those residents on a low income or out of work. It includes support for the costs of housing, children and childcare, as well as support for disabled people and carers.

Between April 2013 and the end of 2017, Universal Credit will replace:

- Income-based Jobseeker's Allowance
- Income-based Employment and Support Allowance
- Income Support
- Working Tax Credit
- Child Tax Credit
- Housing Benefit

Early rollout of Universal Credit, known as Pathfinder, started in some areas of Greater Manchester and Cheshire in April 2013. Universal Credit will be progressively rolled out nationally from October 2013.

New Claims to Universal Credit are expected in Essex from February 2014.

Colchester Borough Homes have started to identify tenants who will be affected by the changes so that support services can be targeted to them.

Two important features of Universal Credit are:

- Universal Credit is designed to be claimed online.
- Universal Credit is paid monthly into a single account with day payment principles.

## Single Homeless and Rough Sleepers

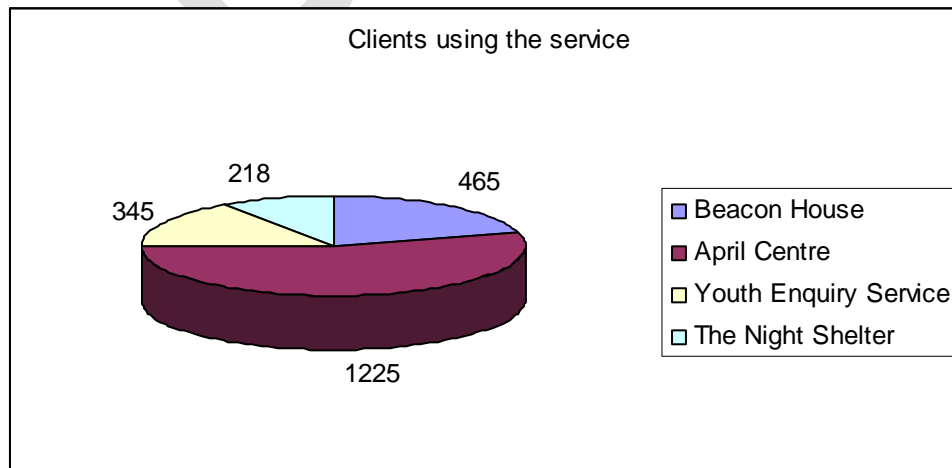
### Single Homeless

There are a significant number of single homeless people in Colchester that the council does not owe a duty to house because they are not in priority need as set out by Homelessness legislation.

A number of voluntary sector organisations in Colchester provide valuable advice, support and accommodation for the growing number of single homeless people.

Figure 20 below shows that during 2012/13 the number of clients referred by other organisations to the April Centre for help to secure accommodation was 1225. The number of clients that used the services provided by Beacon House for help and support was 465. The Youth Enquiry service helped prevent homelessness for 345 young people under 25 referred to the service and 218 clients stayed at Colchester Emergency Night Shelter.

Figure 20: Single homeless clients that used voluntary sector services during 2012/13



Source; Voluntary sector organisations

## Single Homeless and Health

A research study by Crisis (a national charity for single homeless people) to investigate the mortality of homeless people in England from 2001-2009 found that homeless people are more likely to die young. Homelessness leads to very premature mortality and increased mortality rates.

The average age of death of those who die on the streets or while resident in homeless accommodation is 47 years and even lower for homeless women at 43 years. This compared to 77 years for the general population, 74 years for men and 80 years for women.

Standardised mortality rates show that homeless 16-24 year olds are at least twice as likely to die as those that are not homeless. The ratio increases to four to five times for 25-34 year olds and five to six times at ages 35-44.

The findings of the research shown below clearly indicate that being homeless is incredibly difficult both physically and mentally and has a significant impact on people's health and well being.

Distribution of causes of death for homeless people;

Cardiovascular (18.3%)  
Cancer (9.8%)  
Respiratory (8.4%)  
Infections (2.5%)  
Other diseases and disorders (10.9%)  
Due to alcohol (14.4%)  
Due to drugs (21.7%)  
Suicide/undetermined intent (8.5%)  
Falls (2.0%)  
Traffic accidents (1.2%)  
Other external causes (2.3%)

Beacon House is a Primary Health Care Centre that offers healthcare facilities to clients that are homeless, are threatened with homelessness or are living in insecure accommodation.

Beacon House offers help to homeless people who have health problems by providing the following services:

Nurse-led clinics  
Help with accessing GPs and other health services  
Needle exchange  
Clothing  
Laundry

Toiletries  
 Showers  
 Shaves  
 Advice & referral

The nurse-led clinic operates a needs led 'drop in service' where clients do not need to make an appointment. All new clients who register with Beacon House will have a comprehensive health and well being check. Existing clients also have a health assessments offered on subsequent visits.

Figure 21; Clients Health Issues

<b>BEACON HOUSE - Clients Health Issues</b>					
	Jan-Mar 2012	Apr-Jun 2012	Jul-Sep 2012	Oct-Dec 2012	Total
Trauma	28	5	6	5	<b>44</b>
Musculoskeletal	28	10	7	17	<b>62</b>
Dermatology	12	6	5	10	<b>33</b>
Respiratory	30	7	1	12	<b>50</b>
Gastro	9	6	1	4	<b>20</b>
Cardiovascular	51	16	9	10	<b>86</b>
Obstetric	3	2	0	1	<b>6</b>
Gynae/GU	7	5	6	8	<b>26</b>
Family planning/advice	5	11	5	8	<b>29</b>
Psychiatry/Mental health	140	31	56	52	<b>279</b>
Other	20	5	2	1	<b>28</b>
Hep/HIV Screen	2	2	0	0	<b>4</b>
Pneumo/Flu vaccines	33	0	0	25	<b>58</b>
Alcohol	112	45	42	72	<b>271</b>
Drugs	75	40	37	30	<b>182</b>

Source; Beacon House

Figure 21 above shows the number of clients suffering from different health issues treated at Beacon House clinic in 2012. Mental Health and Alcohol and drug issues affect significantly higher numbers than any other issues.

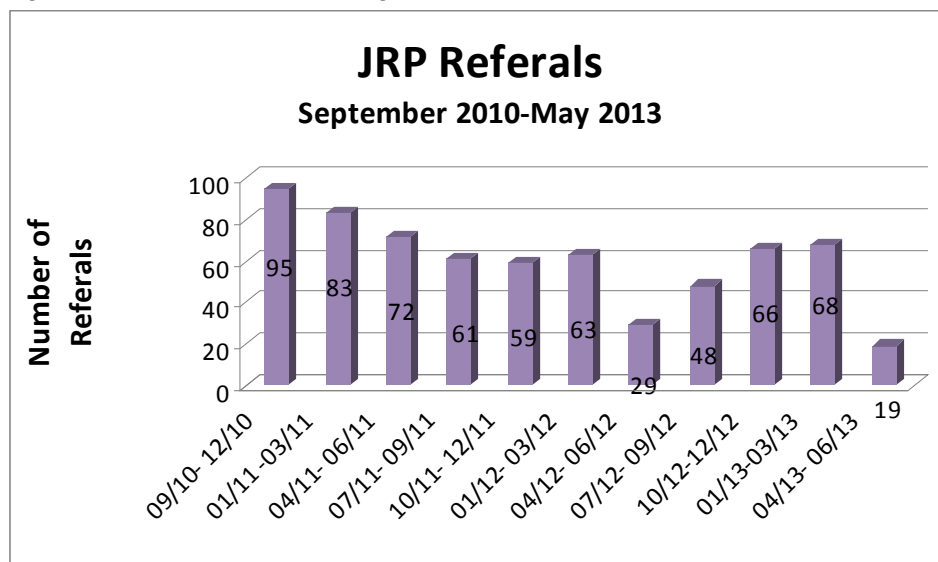
### **Young Single Homeless and Support needs**

Joint referral panel for under 25's

The Joint Referral Panel (JRP) is made up of a group of agencies who provide or refer young single homeless clients into supported housing projects in Colchester. The panel meets every two weeks and its function is to assess applications for supported housing services in Colchester and make decisions

about allocations to ensure that each applicant is offered the most appropriate service for their needs.

Figure 22: Referrals excluding re-referrals



Source; JRP

Figure 22 above shows the number of referrals excluding re-referrals made to the JRP quarterly from September 2010 – May 2013. The number has significantly reduced in the last quarter 04/2013 – 06/2013 which forms a similar pattern to the same period last year.

Demand for supported housing for young people in Colchester far outweighs the supply and most schemes have waiting lists.

The numbers of units in schemes specifically for single young people are as follows:

Family Mosaic including;  
 Bernard Brett House – 23 units  
 Mersea Road – 8 units  
 YMCA – 44 units

Nacro provides 24 units of supported accommodation for 16-65 years and Sanctuary Housing provides 49 units for 18–65 years, including;  
 Queen Elizabeth Way – 20 units  
 Chinook – 25 units  
 Pebmarsh Close – 4 units

## Rough Sleepers

Local Authorities are required to provide a figure for the number of people rough sleeping in the area to the DCLG on an Annual basis; this can either be by way of a count or by providing an estimate from information gathered from local organisations.

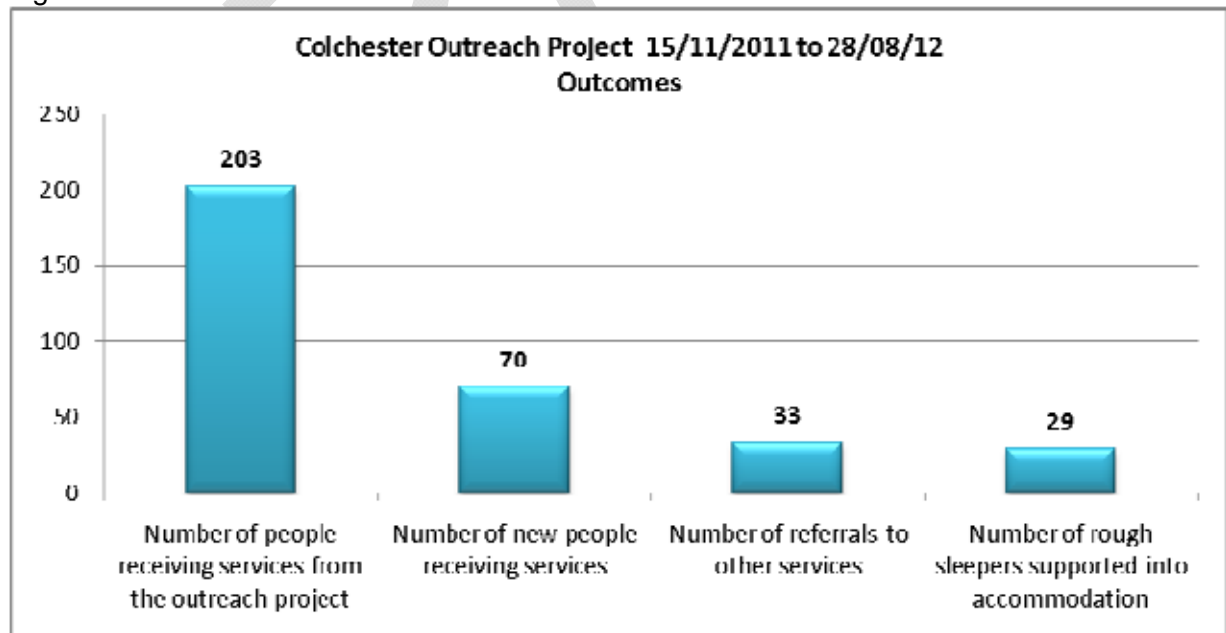
Over the last few years Colchester has provided an estimated figure to the DCLG. The organisations that provide the most accurate information about who is sleeping rough include; the Night Shelter, the April Centre, Beacon House and many other organisations that delivers services to or supports those people rough sleeping.

Since 2010 the estimated figure for rough sleeping in Colchester has significantly risen from 10 people in 2010 to 24 and 25 in 2011 and 2012 respectively. Based on 2012, Colchester has the joint highest number of rough sleepers in the Eastern region and nationally, the joint 14<sup>th</sup> highest.

In 2011 the DCLG awarded £40,000 funding to the Greater Haven Gateway with Colchester as the lead authority, to support work to prevent and tackle single homelessness and rough sleeping in the sub region.

Part of this funding was used to provide an outreach service in Colchester and Tendring by the April Centre, an organisation that worked across both local authorities. The project ran from November 2011 to September 2012.

Figure 23: Main outcomes from the Outreach Service in Colchester



Source; The April Centre

Figure 23 above shows that the project met its objective to prevent and tackle rough sleeping by addressing the issues faced by single homeless people as well as rough sleepers. This is due to the number of rough sleepers that

engaged with the outreach workers, were referred to other services and supported into accommodation

In February 2012 the DCLG allocated £20m funding to Local Authority Sub-Regional Groupings across the country, appointing a Lead Authority in each. The Greater Haven Gateway was awarded £362,000 with Colchester as lead authority to 'bolster' front line provision to prevent single homelessness and rough sleeping and support the roll out of No Second Night Out.

DRAFT

## Scrutiny Panel

Item  
**13**

11 February 2014

<b>Report of</b>	<b>Assistant Chief Executive</b>	<b>Author</b>	<b>Sean Plummer</b> ☎ 282347
<b>Title</b>	<b>Financial Monitoring Report – April to December 2014</b>		
<b>Wards affected</b>	Not applicable		

**The Panel is invited to review the financial performance of all General Fund services and the Housing Revenue Account for the first nine months of 2013/14**

### 1. Action required

- 1.1 The panel is asked to note the financial performance of General Fund Services and the Housing Revenue Account (HRA) in the first nine months of 2013/14.

### 2. Reason for scrutiny

- 2.1 Monitoring of financial performance is important to ensure that:
- Service expenditure remains within cash-limited budgets.
  - Potential variances at year-end are identified early so that remedial action can be taken to recover the position or 'recycle' any surplus budgets.
  - Performance targets are being met.
- 2.2 This report also gives the panel the opportunity to hold Service Managers and Portfolio Holders accountable for their budgets.

### 3. Background and Summary Position

- 3.1 This report reviews the Council's overall position based on profiled income and expenditure for the nine months to 31 December 2013, and also shows a projection of the outturn figures for the full year. All the information presented in respect of General Fund Services shows the position based on net 'direct costs'. The review of the Housing Revenue Account is different in that it shows all costs, both direct and indirect.
- 3.2 The projected outturn for the General Fund is currently a net underspend of £8k. The Housing Revenue Account forecast outturn position is currently an underspend of £812k.
- 3.3 The General Fund position is set out in more detail in the following paragraphs and the HRA position explained in section 6.

### 4. General Fund – Position to 31 December 2014

#### *Service Budgets*

- 4.1 Appendix A summarises the Council position by expenditure group and by Service Group. The net position shows a variance against profiled budget for General Fund Services (excluding benefits) of £741k (favourable). This comprises total expenditure being £1383k lower than expected and less income than expected totalling £642k.



Appendix B provides a more detailed view, breaking this information down by individual Service Groups.

- 4.2. Both Appendices A & B to the report include traffic light indicators. The thresholds are as follows:

Green – Variance less than £50k and 5% of budget  
 Amber – Variance greater than £50k **OR** 5% of budget  
 Red – Variance greater than £50k **AND** 5% of budget

- 4.3. Benefits payments are not shown in Appendix A to avoid distorting the reported position for Service Groups. It is currently projected that this area will be on budget at year end, when the final subsidy claim is paid.

## 5. Outturn Forecast / Risk Areas

- 5.1 This is the third formal review this year of the 13/14 budget position and the current forecast outturn is net underspend of £8k.

	£'000	
Service budgets	412	See paras. 5.2 – 5.3 and Appendix C
Technical Items / corporate Items - Interest	(420)	See paras. 5.5 .- 5.6
<b>Potential net underspend</b>	<b>(8)</b>	

### *Service Budgets*

- 5.2 The following table sets out the forecast outturn for all service areas with outturn variances. This shows a net forecast overspend of £412k. As the table shows, this is primarily due to less income being received than budgeted for, mainly within Operational Services. However, this has been partially offset by cost savings in other service areas.

Service	Forecast outturn		
	<i>Expenditure</i>	<i>Income</i>	<i>Net</i>
	£'000	£'000	£'000
Corporate & Financial Management incl CDC	(176)	8	(168)
Executive Management Team	(20)	30	10
Community Services	51	57	108
Commercial Services	(283)	242	(41)
Customer Services	(20)	(30)	(50)
Operational Services	(55)	964	909
Professional Services	(67)	(289)	(356)
<b>Total all services</b>	<b>(570)</b>	<b>982</b>	<b>412</b>

- 5.3 Appendix C sets out details of all forecast variances against service budgets at the year-end totalling £500k. These include a budget shortfall of £88k in respect of Museum expenditure. Under the terms of the joint museum service, if this forecast transpires then this overspend will be carried forward and as such will not impact on balances. Therefore, this has been excluded from the tables in paragraphs 5.1 and 5.2.

### *Corporate / Technical Items*

- 5.4 The variance in technical items reflects a better net interest position, underspends or additional savings within budgets related to the UCC FSR and an assumption of some changes in other technical budgets. The forecast is for an underspend of £420k in respect of the technical budget. This underspend includes a saving on ICT costs in respect of the UCC FSR. This reflects the latest forecast for implementation of a number of ICT projects.

### *Council Tax and Business Rates*

- 5.5. The 2013/14 included some important key changes to the budget with the introduction of the Local Council Tax Support (LCTS) Scheme and local retention of business rates. The final budget report set out the increased risks in respect of these items. The Panel requested a review of the position in respect of retained business rates and this is set out below alongside commentary in respect of Council Tax.

### *Business Rates*

- 5.6. The Cabinet budget report set out the arrangements, issues and risks associated with the introduction of the local retention of business rates. It was outlined that the Council is required to submit a return of estimated business rates income for 2013/14 (the NNDR 1). The budget proposals in the Cabinet paper were based on the initial baseline funding level for 2013/14. In simple terms any growth in business rates above these baseline figures is retained by Colchester subject to a required Government levy (which means that 50% of any growth is paid to Government) and distribution to relevant preceptors.
- 5.7. The new scheme for retention of business rates works in a similar way to Council Tax and the Collection Fund arrangements in that part of the budget setting process for 2014/15 includes an assessment of the forecast surplus / deficit position for the current year.
- 5.8. As was highlighted when the business rates retention scheme started the new arrangements have brought a number of new risks such as the impact of any growth or contraction in local businesses, the general economic environment and how this impacts on collection rates and bad debts and, perhaps most significantly, the impact arising from changes to the rateable value of properties following appeals.
- 5.9. Whilst there remains a considerable amount of uncertainty in respect of the forecast for this year the current position is that we expect to see a shortfall greater than our safety net level. The safety net does mean that the shortfall is limited to £283k and it is therefore considered prudent to include this in the budget for 2014/15.

### *Council Tax / LCTS*

- 5.10. 2013/14 included a number of significant changes that affected Council Tax such as the introduction of the Local Council Tax Support (LCTS) Scheme and also change to discounts and exemptions for Council Tax such as those on second homes and empty properties. A prudent approach was taken when agreeing assumptions in respect of collection rates and the cost of LCTS and so far overall collection rates have proved to be better than anticipated. The combined impact of this and other assumptions means that there is a surplus of £142k to be included in the 2014/15 budget.

### *Summary position and action proposed*

- 5.11. The forecast outturn shows a potential net underspend of £8k. The financial position for 2013/14 was considered as part of the proposals set out in the 2014/15 budget and an 'on budget position' was reported as the planning assumption. There remain a number of outstanding issues which will impact on the final end of year figures. These include requests for certain budgets to be "carried forward" into 2014/15. Some of these have already been identified and have been reflected in the outturn

forecast, however, further adjustments are likely. The final end of year position will be reported for scrutiny purposes and the impact of this on balances will be considered by Cabinet as part of the budget strategy for 2015/16.

5.12. SMT continues to monitor the budget position on a monthly basis.

## **6. Housing Revenue Account**

6.1 The Housing Revenue Account (HRA) is a ring-fenced account which is affected by a number of variable factors. At the end of December 2013, the HRA is showing a net underspend of £561k compared to the budget for the same period. This is primarily due to lower expenditure on Premises costs (£315k) and Supplies & Services costs (£140k). Furthermore, we have received £102k more income than anticipated.

### *Position to date*

6.2 Premises related costs are showing an underspend of £315k as at the end of December 2013. Overall, there is a net overspend of £13k on Repairs and Maintenance, which primarily relates to the timing of expenditure on our planned maintenance works, repairs and maintenance of pumping stations, Homeless Persons Units and other delegated areas. There are underspends of £87k on Grounds Maintenance budgets and £75k on Utility and Water costs which relate to the timing of expenditure, and £24k on Council Tax on Empty properties. Finally, there is an underspend of £90k on contract cleaning costs, although it is anticipated a large proportion of this will be carried forward to next year.

6.3 Supplies & Services costs are underspent by £140k at the end of December. There is a general underspend across most budget headings, however these are partially offset by an overspend on IT costs which relates to the timing of expenditure.

6.4 We have received £102k more income at the end of December 2013. This has primarily arisen due to less rental & service charge income being lost from dwellings and garages than assumed within the budget, through a combination of voids and the timing of the garage site redevelopment project.

### *Forecast Outturn*

6.5 The current projected outturn for the HRA is that it will be underspent by £812k. This reflects £103k less rental & service charge income being lost from dwellings and garages than assumed within the budget, through a combination of voids and the timing of the garage site redevelopment project. There is also an estimated net underspend of £709k on capital financing costs, which primarily reflects the impact on the revenue account of the re-profiling of expenditure within the Housing Capital Programme relating to the redevelopment of garage sites, and also the timing of capital receipts and other grant income relating to the review of sheltered accommodation. This resource will be carried forward to 2014/15 to fund the capital expenditure when it occurs in that year and has been reflected in the 2014/15 HRA budget setting report to Cabinet.

## **7. Strategic Plan references**

7.1 The priorities within the Strategic Plan are reflected in the Medium Term Financial Forecast. This makes assumptions regarding government grant and Council Tax income, and identifies where necessary savings will be found in order to achieve a balanced budget. The 2013/14 revenue budget was prepared in accordance with the Strategic Plan's priorities, in the context of the Council facing growing financial pressures. Budget monitoring enables the financial performance against these priorities to be assessed.

## **8. Financial implications**

8.1 As set out above.

## **9. Risk management implications**

9.1 Risk management is used throughout the budget cycle, and this is reflected in the strategic risk register. The 2013/14 revenue budget report that was approved by Council in February 2013 detailed a number of potentially significant risk areas that had been identified during the budget process. In addition, Heads of Service identify a number of both positive and negative risk areas during the year.

## **10. Other Standard References**

10.1 Having considered consultation, publicity, equality, diversity and human rights, community safety, and health and safety implications, there are none that are significant to the matters in this report.

## **Background Papers**

None

<b>Budget Monitoring Summary - Period</b>		<b>Full Year Position</b>		
<b>9 2013/14</b>		<b>Annual Budget</b>	<b>Projected</b>	<b>Variance</b>
<b>Account Description</b>	<b>Budget to Period 9</b>	<b>£'000</b>	<b>Outturn</b>	<b>(fav) / adv</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>By Subjective Group</b>				
Employees	18,374	17,957	24,277	(217)
Premises Related	5,868	5,262	7,354	(134)
Transport Related	1,852	1,892	2,747	152
Supplies & Services	7,420	7,088	9,582	(275)
Third Party Payments	889	835	1,200	(27)
Transfer Payments	189	175	227	(25)
Capital Financing Costs	130	130	130	-
<b>Subtotal Expenditure</b>	<b>34,722</b>	<b>33,339</b>	<b>45,517</b>	<b>(526)</b>
Government Grant	(1,895)	(1,867)	(1,694)	-
Other Grants & Reimbursements	(1,601)	(1,612)	(3,037)	59
Customer & Client Receipts	(14,169)	(13,545)	(17,862)	967
Income-Interest	(1)	-	(2)	-
Inter Account Transfers	-	-	-	-
<b>Subtotal Income</b>	<b>(17,666)</b>	<b>(17,024)</b>	<b>(22,595)</b>	<b>1,026</b>
<b>Total General Fund Services</b>	<b>17,056</b>	<b>16,315</b>	<b>22,923</b>	<b>500</b>
<b>By Service Group</b>				
Corp & Democratic Core	178	142	267	10
Assistant Chief Executive	6,859	6,484	8,792	(178)
Executive Management Team	642	623	823	10
Community Services	5,018	5,053	6,539	196
Commercial Services	91	(128)	403	(41)
Customer Services	2,279	2,225	2,837	(50)
Operational Services	217	624	1,256	909
Professional Services	1,772	1,292	2,006	(356)
<b>Total General Fund Services</b>	<b>17,056</b>	<b>16,315</b>	<b>22,923</b>	<b>500</b>

**Budget Monitoring Report for All Services - Period 9 2013/14**

Account Description	£'000	Democractic Core	Assistant Chief Executive	Executive Management Team	Community Services	Commercial Services	Customer Services	Operational Services	Professional Services	£'000	£'000	£'000	£'000	£'000	£'000
<b>EXPENDITURE</b>															
<b>EMPLOYEES</b>															
Profiled Budget to Date	-	2,890	559	3,395	2,653	2,327	4,106	2,444	18,374						
Actual to Date	-	2,821	561	3,373	2,452	2,335	4,062	2,353	17,957						
Variance to Date	-	(69)	2	(22)	(201)	8	(44)	(91)	(417)						
	green	amber	green	green	red	green	green	amber	amber						amber
Annual Budget	-	3,857	723	4,493	3,538	3,034	5,554	3,295	24,494						
Projected Outturn	-	3,804	718	4,534	3,375	3,014	5,602	3,230	24,277						
Variance	-	(53)	(5)	41	(163)	(20)	48	(65)	(217)						
	green	red	green	green	red	amber	red	green	red						amber
<b>PREMISES</b>															
Profiled Budget to Date	-	1,466	1	1,751	998	-	1,647	5	5,868						
Actual to Date	-	1,275	1	1,721	820	(3)	1,443	5	5,262						
Variance to Date	-	(191)	-	(30)	(178)	(3)	(204)	-	(606)						
	green	red	green	green	red	amber	red	green	red						red
Annual Budget	-	1,772	1	2,486	1,320	-	1,902	7	7,488						
Projected Outturn	-	1,751	1	2,481	1,250	-	1,864	7	7,354						
Variance	-	(21)	-	(5)	(70)	-	(38)	-	(134)						
	green	amber	green	amber	green	amber	amber	amber	green						red
<b>TRANSPORT</b>															
Profiled Budget to Date	-	45	5	98	26	11	1,643	24	1,852						
Actual to Date	-	29	5	90	26	10	1,713	19	1,892						
Variance to Date	-	(16)	-	(8)	-	(1)	70	(5)	40						
	green	amber	green	amber	green	amber	amber	amber	amber						green

**Budget Monitoring Report for All Services - Period 9 2013/14**

Corp & Assistant Executive Management Team  
 Democractic Core Chief Executive  
 Community Services  
 Commercial Services  
 Customer Services  
 Operational Services  
 Professional Services

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Annual Budget	-	62	6	146	37	14	2,299	31	2,595		
Projected Outturn	-	59	6	146	37	14	2,454	31	2,747		
Variance	-	(3)	-	-	-	-	155	-	152		

**Budget Monitoring Report for All Services - Period 9 2013/14**

	Democractic Core	Assistant Chief Executive	Executive Management Team	Community Services	Commercial Services	Customer Services	Operational Services	Professional Services	
<b>Account Description</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>

**SUPPLIES & SERVICES**

Profiled Budget to Date	178	2,842	115	1,561	640	471	1,208	405	7,420
Actual to Date	142	2,739	75	1,581	609	482	1,088	372	7,088
Variance to Date	(36)	(103)	(40)	20	(31)	11	(120)	(33)	(332)
	amber	amber	amber	green	green	green	red	amber	amber
Annual Budget	257	3,860	131	1,720	988	531	1,848	522	9,857
Projected Outturn	267	3,751	116	1,784	963	531	1,650	520	9,582
Variance	10	(109)	(15)	64	(25)	-	(198)	(2)	(275)

**THIRD PARTY**

Profiled Budget to Date	-	18	75	164	283	-	303	46	889
Actual to Date	-	16	75	193	261	-	244	46	835
Variance to Date	-	(2)	-	29	(22)	-	(59)	-	(54)
	green	amber	green	amber	amber	green	red	green	red
Annual Budget	-	100	75	185	365	-	441	61	1,227
Projected Outturn	-	100	75	180	365	-	419	61	1,200
Variance	-	-	-	(5)	-	-	(22)	-	(27)

**TRANSFER PAYMENTS**

Profiled Budget to Date	-	-	-	-	108	81	-	-	189
Actual to Date	-	-	-	-	71	104	-	-	175
Variance to Date	-	-	-	-	(37)	23	-	-	(14)
	green	green	green	green	amber	amber	green	green	amber
Annual Budget	-	-	-	-	144	108	-	-	252



**Budget Monitoring Report for All Services - Period 9 2013/14**

**Corp & Assistant Executive Management Team**  
**Democractic Core Executive**

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Projected Outturn	-	-	-	-	-	119	108	-	-	-	-	227
Variance	-	-	-	-	-	(25)	-	-	-	-	-	(25)

**Budget Monitoring Report for All Services - Period 9 2013/14**

Corp & Assistant Executive  
 Democractic Chief Management  
 Core Executive Team

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>CAPITAL FINANCING</b>											
Profiled Budget to Date	-	130	-	-	-	-	-	-	-	-	130
Actual to Date	-	130	-	-	-	-	-	-	-	-	130
Variance to Date	-	-	-	-	-	-	-	-	-	-	-
Annual Budget	green	green	green	green	green	green	green	green	green	green	green
Projected Outturn	-	130	-	-	-	-	-	-	-	-	130
Variance	-	130	-	-	-	-	-	-	-	-	130
Variance	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>											
Profiled Budget to Date	178	7,391	755	6,969	4,708	2,890	8,907	2,924	34,722	2,924	34,722
Actual to Date	142	7,010	717	6,958	4,239	2,928	8,550	2,795	33,339	2,795	33,339
Variance to Date	(36)	(381)	(38)	(11)	(469)	38	(357)	(129)	(1,383)	(129)	(1,383)
Annual Budget	amber	red	amber	green	red	green	amber	amber	amber	amber	amber
Projected Outturn	257	9,781	936	9,030	6,392	3,687	12,044	3,916	46,043	3,916	46,043
Variance	267	9,595	916	9,125	6,109	3,667	11,989	3,849	45,517	3,849	45,517
Variance	10	(186)	(20)	95	(283)	(20)	(55)	(67)	(526)	(67)	(526)



**Budget Monitoring Report for All Services - Period 9 2013/14**

Corp & Assistant Executive  
 Democractic Chief Management  
 Core Executive Team

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Annual Budget	-	(737)	(30)	(1,073)	(5,741)	(354)	(9,470)	(1,423)	(18,828)		
Projected Outturn	-	(729)	-	(959)	(5,547)	(384)	(8,531)	(1,712)	(17,862)		
Variance	-	8	30	115	194	(30)	939	(289)	967		

**Budget Monitoring Report for All Services - Period 9 2013/14**

	Democractic Core	Assistant Chief Executive	Executive Management Team	Community Services	Commercial Services	Customer Services	Operational Services	Professional Services	
Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>INCOME-INTEREST</b>									
Profiled Budget to Date	-	-	-	-	(1)	-	-	-	(1)
Actual to Date	-	-	-	-	-	-	-	-	-
Variance to Date	-	-	-	-	1	-	-	-	1
	green	green	green	green	amber	green	green	green	amber
Annual Budget	-	-	-	-	(2)	-	-	-	(2)
Projected Outturn	-	-	-	-	(2)	-	-	-	(2)
Variance	-	-	-	-	-	-	-	-	-
<b>INTER ACCOUNT TRANS</b>									
Profiled Budget to Date	-	-	-	-	-	-	-	-	-
Actual to Date	-	-	-	-	-	-	-	-	-
Variance to Date	-	-	-	-	-	-	-	-	-
	green	green	green	green	green	green	green	green	green
Annual Budget	-	-	-	-	-	-	-	-	-
Projected Outturn	-	-	-	-	-	-	-	-	-
Variance	-	-	-	-	-	-	-	-	-
<b>TOTAL INCOME</b>									
Profiled Budget to Date	-	(532)	(113)	(1,951)	(4,617)	(611)	(8,690)	(1,152)	(17,666)
Actual to Date	-	(526)	(94)	(1,905)	(4,367)	(703)	(7,926)	(1,503)	(17,024)
Variance to Date	-	6	19	46	250	(92)	764	(351)	642
	green	green	amber	green	red	red	red	red	amber
Annual Budget	-	(811)	(123)	(2,687)	(5,948)	(800)	(11,697)	(1,554)	(23,620)

**Budget Monitoring Report for All Services - Period 9 2013/14**

Corp & Assistant Executive Management Team  
 Democractic Chief Executive  
 Core Executive

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Projected Outturn	-	(803)	(93)	(2,587)	(5,706)	(830)	(10,733)	(1,843)	(22,595)			
Variance	-	8	30	101	242	(30)	964	(289)	1,026			

**Budget Monitoring Report for All Services - Period 9 2013/14**

Corp & Assistant Executive  
 Democractic Chief Management  
 Core Executive Team

Account Description	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>TOTAL NET</b>										
Profiled Budget to Date	178	6,859	642	5,018	91	2,279	217	1,772	17,056	
Actual to Date	142	6,484	623	5,053	(128)	2,225	624	1,292	16,315	
Variance to Date	(36)	(375)	(19)	35	(219)	(54)	407	(480)	(741)	
	amber	red	green	green	red	amber	red	red	amber	
Annual Budget	257	8,970	813	6,343	444	2,887	347	2,362	22,423	
Projected Outturn	267	8,792	823	6,539	403	2,837	1,256	2,006	22,923	
Variance	10	(178)	10	196	(41)	(50)	910	(356)	500	

## Forecast Outturn Variances (shows only changes against budget)

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
<b>Corporate and Financial Management (incl. CDC)</b>				
Corporate & Democratic Core	10	0	10	Pressure due to electronic banking charges.
Democratic Services	(19)	0	(19)	Under across salary spend and Members supplies and services at year end.
Legal Services	3	0	3	Overspend supplies and services, under on salary spend.
Human Resources	(14)	0	(14)	Mainly due to underspends across salary costs and conference and seminar fees. A proportion of the budget was earmarked for the annual Masterclass which has been deferred until May 2014 and will therefore not fall within this financial year.
Facilities	(28)	20	(8)	Under spends on salary costs, repairs and maintenance and planned preventive maintenance, but over spend on the cleaning contract due to the number of new sites.
Communications & MFDs	(19)	(12)	(31)	Under income relating to the change of use of the Old Library.
ICT	(93)	0	(93)	Under spend across supplies and services due to planned work not starting this year now. Unbudgeted income for Roundabout advertising
Financial Management	(15)	0	(15)	Under mainly due to the estimated under spend on the Capita Contract combined with savings on salary costs management consultancy and support and VDI software licence
<b>Executive Management Team</b>				
EMT	(20)	30	10	Under on Customer Excellence spend offsets the majority of income which will not be received.



Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
<b>Community Services</b>				
Head of Community Services	27	0	27	Vacancy Factor will not be achieved
Community Development	0	33	33	Pressure created by the budget assumption that Abbots would have been operated by an external partner earlier in the year.
Community Zones	24	24	48	Pressure created by income from markets not meeting budget expectations. In addition bus interchange facility resource has added a further pressure.
Colchester and Ipswich Museums	44	44	88	Budget pressure created by the long-term financial effects of the loss of external grant funding, impact on income due to castle closure and loss of marketing resources. £88k deficit carry over being forecast against the £100k facility, as per the joint agreement.
<b>Commercial Services</b>				
Place Strategy	(86)	68	(18)	This variance reflects various salary savings across the service, plus savings on the 2013 Tour Series of £25k. Major Developments PPA income is under budget by £55k at the end of December, and a £50k shortfall of income has been forecast. Work will continue into the 4 <sup>th</sup> quarter to pull back on this position. Spatial policy grant income £18k shortfall is forecast.
Economic Growth	5	(24)	(19)	The final 12/13 rent reconciliation for Colchester Business Park was £20k higher than expected, plus a £34k gain in 13/14 from the new letting arrangement for the Magistrates Court/Old Library area. Still holding a £70k accrual for potential housing wayleaves income. Digital strategy income target of £30k unlikely to be achieved. Small pressure from legal fees in Regeneration team.
Commercial	(202)	198	(4)	Salary savings forecast of £101k across all posts in this area. Bereavement services income is currently £20k below budget at the end of the 3 <sup>rd</sup> quarter, and so the forecast has been revised down to achieving target. Under spends within the service are likely to help deliver a £20k saving, whilst helping to offset a higher number of assisted funerals which has created a pressure. Monitoring & Response income pressures in Community Alarms £127k.

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
				Engineering £31k income shortfall has been largely offset by salary savings. Building Control slightly under budget although no variance forecast for year end. £20k net under-spend on B&B/Homelessness Initiatives. Under spend of £5k on general supplies & services, and £15k additional income from Homeless Persons Units due to lower void levels.
<b>Customer Services</b>				
Head of Customer Services	(20)	0	(20)	Salary savings of £20k forecast within whole service by year end
Local Taxation & NNDR	0	(30)	(30)	Council Tax court costs income is £60k above budget at present, of which £30k has been forecast. This will also help to contain pressure from the NNDR Discretionary Relief which is £23k higher than budget at present.
<b>Operational Services</b>				
Sport and Leisure	(202)	369	167	Income areas performing below target include Lifestyles memberships £136k; Pools £61k (an exceptionally hot summer); car parking income £39k and Joint Use sports centres £31k – Wet Side courses is an area that is performing above target £57k. A time delay for the launch of implementation has meant a delay in income growth and some planned developments. To help compensate these lower income figures, savings have been identified across the business including overtime, buildings and equipment spend.
Recycling and Fleet	167	165	332	Cost pressures on fleet and employee costs due to interim management arrangements, agency costs & salary savings target. Savings on contractors due to review of rates and reduced trade tipping costs as a result of lower customer base. Shortfall in income due to savings targets for partnership working (depot & trade refuse). Additional income pressures on trade refuse and recycling credits, which is mainly due to reduced tonnages (trend reflected elsewhere in the county). Partly mitigated by higher than budgeted income from glass sales.

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
Car Parking	(20)	430	410	Income levels from casual car parking are currently at 92% of the same period in 2012. Savings identified in expenditure budgets to mitigate pressure.
<b>Professional Services</b>				
Development Services	0	(100)	(100)	Additional planning income forecast.
Environmental Services	(2)	(62)	(64)	Overspend due to Taxi Study offset by salary savings. Over-recovery of income mainly due to Licensing (Premises Licenses), offset by £20k under-recovery in Animal Control. Small £2k over-recovery of income forecast from Housing Inspections.
Land Charges	0	(127)	(127)	Forecast £127k more income than budgeted for Land Charges search fees at year end.
Professional Support Units	(65)	0	(65)	Underspends on PSU salaries due to UCC changes, group training budget and across supplies and services.

## Housing Revenue Account – Period 9

December 2013	Current Period - December 2013			Forecast Year-End Position		
	Profiled Budget to Period 9 £'000	Actual to Period 9 £'000	Variance (under) / over £'000	Annual Budget £'000	Projected Outturn £'000	Variance (under) / over £'000
<b>Account Description</b>						
<b>HRA - Direct &amp; Non-Direct</b>						
<b>EXPENDITURE</b>						
Employees	105	87	(18)	139	139	- Green
Premises Related	4,755	4,440	(315)	6,793	6,793	- Green
Transport Related	3	1	(2)	5	5	- Green
Supplies & Services	486	346	(140)	982	982	- Green
Third Party Payments	3,024	3,017	(7)	3,302	3,302	- Green
Transfer Payments	53	79	26	141	141	- Green
Support Services	1,823	1,823	-	3,309	3,309	- Green
Capital Financing Costs	-	-	-	15,174	14,465	(709) Amber
<b>TOTAL EXPENDITURE</b>	<b>10,249</b>	<b>9,793</b>	<b>(456)</b>	<b>29,845</b>	<b>29,136</b>	<b>(709) Amber</b>
<b>INCOME</b>						
Other Grants & Reimbursements	(108)	(112)	(4)	(133)	(133)	- Green
Customer & Client Receipts	(22,238)	(22,340)	(102)	(29,002)	(29,105)	(103) Amber
Income-Interest	(2)	(1)	1	(23)	(23)	- Green
Inter Account Transfers	-	-	-	(315)	(315)	- Green
<b>TOTAL INCOME</b>	<b>(22,348)</b>	<b>(22,453)</b>	<b>(105)</b>	<b>(29,473)</b>	<b>(29,576)</b>	<b>(103) Amber</b>
<b>TOTAL NET - HRA</b>	<b>(12,099)</b>	<b>(12,660)</b>	<b>(561)</b>	<b>372</b>	<b>(440)</b>	<b>(812) Red</b>



## Scrutiny Panel

Item  
**14**

11 February 2014

<b>Report of</b>	<b>Assistant Chief Executive</b>	<b>Author</b>	<b>Graham Coleman</b> ☎ 282741
<b>Title</b>	<b>Capital Expenditure Monitor 2013/14 – Quarter 3</b>		
<b>Wards affected</b>	Not applicable		

**The Panel is invited to review the progress against all capital schemes in the first nine months of 2013/14**

### 1. Action required

- 1.1 To note the level of capital spending during 2013/14, and forecasts for future years.

### 2. Reason for scrutiny

- 2.1 Monitoring capital spending is important to ensure:
- Spending on projects is within agreed scheme budgets.
  - The overall programme is delivered within budget.
- 2.2 This report also gives the Panel the opportunity to hold Service Managers and Portfolio Holders accountable for their budgets.

### 3. Background

- 3.1 This report sets out details of spending for the financial year 2013/14 (April to December) and revised forecasts for future years.
- 3.2 The report includes new capital funding and changes to the capital programme.
- 3.3 The report includes capital expenditure in respect of the Housing Investment Programme, including expenditure on the Council's housing stock.

### 4. 2013/14 review

- 4.1 **Appendix A** sets out details of spending on all schemes along with existing expenditure forecasts provided by budget managers to provide an indication of progress against schemes in monetary terms. It should be pointed out that expenditure is unlikely to be incurred evenly throughout the year, so any apparent variances from the forecast position for the year are unlikely to indicate any over or under spending against projects as a whole, but tend to relate to timing differences between anticipated payments and actual payments to contractors. Any significant divergences from planned activity will be brought to the Panel's attention in the following paragraphs.
- 4.2 Accrued capital spending in the first nine months of the year totalled £12.6 million. This expenditure represents 56% of the projected spend for 2013/14.

4.3 It should be noted that the programme includes a number of major schemes where spending is planned across more than one year. Budget managers have profiled their forecasts for expenditure in line with expectations for 2014/15 and beyond. The table below provides a summary of the capital programme by service area:

	<b>Total Prog.</b>	<b>2013/14 Spend</b>	<b>2013/14 Forecast</b>	<b>Future Years Forecast</b>	<b>(Surplus) / Shortfall</b>
<b>Service / Scheme</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Corporate & Financial Mgmt	3,401.6	768.9	1,866.6	1,532.6	(2.4)
Operational Services	1,789.4	619.1	818.1	971.3	0.0
Professional Services	1,973.5	376.6	1,025.1	948.4	0.0
Commercial Services	4,257.4	2,113.2	3,343.3	914.1	0.0
Community Services	6,842.5	2,804.7	4,902.0	1,940.5	0.0
Completed Schemes	305.3	303.5	305.3	0.0	0.0
Housing Revenue Account	11,603.3	5,596.1	10,243.3	1,360.0	0.0
<b>Total Capital Programme</b>	<b>30,173.0</b>	<b>12,582.1</b>	<b>22,503.7</b>	<b>7,666.9</b>	<b>(2.4)</b>

4.4 The Capital Programme has increased by £0.9m since the previous report. Cabinet on 27 November approved new funding for the following schemes: £856k for the new Shrub End Depot baler and shed, £32k for site disposal costs and £47.2k for the relocation of the Visitor Information Centre to Hollytrees Museum. The Capital Programme now stands at £30.2 million.

4.5 The most significant areas of planned expenditure in the year are summarised in the following table:

<b>Scheme</b>	<b>Forecast £'000</b>	<b>Actual Q3 £'000</b>
Decent Homes & Upgrades	7,775.0	3,838.8
Castle Museum Redevelopment	2,727.8	1,207.4
Sheltered Accommodation Review	1,623.0	1,248.3
Universal Customer Contact FSR – ICT	1,510.7	674.4
Walls (Town, Castle and Closed Churchyards)	795.0	485.2
Disabled Facilities Grants	700.0	241.7
Garrison ex-Medical Centre	700.0	700.0
Transcoast	690.1	536.0
Assistance to Registered Housing Providers	655.0	550.0
Sport & Leisure FSR – Building Works	578.7	427.9

4.6 Other significant expenditure in the first three quarters of the financial year included £400k paid in respect of Ascott House under the Temporary Housing Review.

4.7 The Scrutiny Panel on 20 August requested that a RAG (Red, Amber, Green) status was added to the quarterly capital monitoring report to provide a clear indicator of overall project performance. The RAG status of capital schemes is summarised in **Appendix A**. Although there are no 'Red' schemes, a total of 10 schemes were classed as 'Amber' by the budget manager. The current position against these schemes is detailed in **Appendix B** to this report.

4.8 There is currently a projected net underspend on the capital programme of £2.4k. This is detailed below:

<b>Scheme</b>	<b>Over/ (Under) £'000</b>
Town Hall DDA Sensory Project (forecast)	3.5
Carbon Management Programme (forecast)	(5.9)
<b>Total Net Underspend</b>	<b>(2.4)</b>

4.9 Subject to final figures these items will be referred to a future Cabinet for consideration alongside an updated forecast of capital receipts.

## **5. Strategic Plan references**

5.1 The Council's Capital Programme is aligned to the Strategic Plan.

## **6. Financial implications**

6.1 As set out above.

## **7. Risk management implications**

7.1 Risk management issues are considered as part of all capital projects.

## **8. Other standard references**

8.1 Having considered consultation, publicity, equality, diversity and human rights, community safety, and health and safety implications, there are none that are significant to the matters in this report.

### **Background papers**

None

# Capital Programme 2013/14

Service / Scheme	Total Programme spend to Q3 £'000	Accrued spend to Q3 £'000	Forecast Expenditure			(Surplus) / Shortfall £'000	RAG Status Current	RAG Status Previous
			2013/14 £'000	2014/15 £'000	2015/16 £'000			
<b>SUMMARY</b>								
Corporate & Financial Management	3,401.6	768.9	1,866.6	1,302.9	229.7	(2.4)		
Operational Services	1,789.4	619.1	818.1	971.3	0.0	0.0		
Professional Services	1,973.5	376.6	1,025.1	948.4	0.0	0.0		
Commercial Services	4,257.4	2,113.2	3,343.3	914.1	0.0	0.0		
Community Services	6,842.5	2,804.7	4,902.0	1,940.5	0.0	0.0		
Completed Schemes	305.3	303.5	305.3	0.0	0.0	0.0		
<b>Total (General Fund)</b>	<b>18,569.7</b>	<b>6,986.0</b>	<b>12,260.4</b>	<b>6,077.2</b>	<b>229.7</b>	<b>(2.4)</b>		
Housing Revenue Account	11,603.3	5,596.1	10,243.3	1,360.0	0.0	0.0		
<b>Total Capital Programme</b>	<b>30,173.0</b>	<b>12,582.1</b>	<b>22,503.7</b>	<b>7,437.2</b>	<b>229.7</b>	<b>(2.4)</b>		
<b>CORPORATE &amp; FINANCIAL MANAGEMENT</b>								
Town Hall DDA Sensory Project	7.7	7.6	7.9	3.3	0.0	3.5	G	G
Carbon Management Programme phase 2	86.9	38.9	80.0	1.0	0.0	(5.9)	G	A
Moot Hall Organ	444.1	1.7	40.8	173.6	229.7	0.0	G	G
Universal Customer Contact Fundamental Service	2,635.7	674.4	1,510.7	1,125.0	0.0	0.0	A	A
Review - ICT								
Universal Customer Contact Fundamental Service	145.0	7.7	145.0	0.0	0.0	0.0	G	G
Review - Accommodation	52.0	13.2	52.0	0.0	0.0	0.0	G	G
ICT Strategy Phase 2								
Financial Systems Migration	30.2	25.4	30.2	0.0	0.0	0.0	G	G
<b>TOTAL - Corporate &amp; Financial Management</b>	<b>3,401.6</b>	<b>768.9</b>	<b>1,866.6</b>	<b>1,302.9</b>	<b>229.7</b>	<b>(2.4)</b>		
<b>OPERATIONAL SERVICES</b>								
Flat Recycling Extension	10.3	0.0	0.0	10.3	0.0	0.0	A	A
Street Services FSR	44.8	1.0	44.8	0.0	0.0	0.0	A	A
Shrub End Depot - new baler and shed	856.0	0.0	0.0	856.0	0.0	0.0	A	-
Sport & Leisure FSR - Building works to Colchester Leisure World	596.7	427.9	578.7	18.0	0.0	0.0	G	G
Sport & Leisure FSR - IT works	107.6	103.2	107.6	0.0	0.0	0.0	G	G
Colchester School of Gymnastics S106	174.0	87.0	87.0	87.0	0.0	0.0	G	G
<b>TOTAL - Operational Services</b>	<b>1,789.4</b>	<b>619.1</b>	<b>818.1</b>	<b>971.3</b>	<b>0.0</b>	<b>0.0</b>		



## Capital Programme 2013/14

Service / Scheme	Total Programme spend to Q3 £'000	Accrued spend to Q3 £'000	Forecast Expenditure				(Surplus) / Shortfall £'000	RAG Status	
			2013/14 £'000	2014/15 £'000	2015/16 £'000	Current		Previous	
<b>PROFESSIONAL SERVICES</b>									
Mandatory Disabled Facilities Grants	1,348.4	241.7	700.0	648.4	0.0	0.0	G	G	G
Private Sector Renewals - Loans and Grants	625.1	134.9	325.1	300.0	0.0	0.0	G	G	G
<b>TOTAL - Professional Services</b>	<b>1,973.5</b>	<b>376.6</b>	<b>1,025.1</b>	<b>948.4</b>	<b>0.0</b>	<b>0.0</b>			
<b>COMMERCIAL SERVICES</b>									
Park & Ride	124.4	0.0	0.0	124.4	0.0	0.0	G	G	A
Community Stadium	22.1	0.0	22.1	0.0	0.0	0.0	G	G	G
North Colchester Development Land	168.8	0.0	60.0	108.8	0.0	0.0	G	G	G
St Botolphs Regeneration	416.9	40.2	300.0	116.9	0.0	0.0	G	G	G
Town Centre Improvements	151.2	47.5	15.0	136.2	0.0	0.0	G	G	G
Town Station Square	251.7	144.1	251.7	0.0	0.0	0.0	G	G	G
Bus Station - CBC Enhancements	215.1	144.0	215.1	0.0	0.0	0.0	G	G	G
Osborne Street Bus Station	130.8	26.3	130.8	0.0	0.0	0.0	G	G	G
A12 Junction Facilitation	162.5	2.8	162.5	0.0	0.0	0.0	A	A	A
Creative Business Hub	78.5	4.1	78.5	0.0	0.0	0.0	A	A	A
Transcoast	690.1	536.0	690.1	0.0	0.0	0.0	G	G	G
Site Disposal Costs	34.8	68.4	34.8	0.0	0.0	0.0	G	G	G
Moler Works Site	41.4	0.0	0.0	41.4	0.0	0.0	G	G	G
Assistance to Registered Housing Providers	746.9	550.0	655.0	91.9	0.0	0.0	G	G	G
Abberton Community Fund S106	85.7	85.7	85.7	0.0	0.0	0.0	G	G	G
Pumping Main - Distillery Lane/Haven Road	86.0	4.5	86.0	0.0	0.0	0.0	A	A	A
Upgrade of CCTV Equipment	96.0	41.5	41.5	54.5	0.0	0.0	A	A	A
Cemetery Extension	125.0	0.0	85.0	40.0	0.0	0.0	G	G	G
Replacement of Cremators	29.5	18.1	29.5	0.0	0.0	0.0	G	G	G
Temporary Accommodation Review	600.0	400.0	400.0	200.0	0.0	0.0	G	G	G
<b>TOTAL - Commercial Services</b>	<b>4,257.4</b>	<b>2,113.2</b>	<b>3,343.3</b>	<b>914.1</b>	<b>0.0</b>	<b>0.0</b>			

## Capital Programme 2013/14

Service / Scheme	Total Programme spend to Q3 £'000	Accrued spend to Q3 £'000	Forecast Expenditure				(Surplus) / Shortfall £'000	RAG Status	
			2013/14 £'000	2014/15 £'000	2015/16 £'000	Current		Previous	
<b>COMMUNITY SERVICES</b>									
Improving Life Opportunities	53.3	0.0	0.0	53.3	0.0	0.0	G	G	G
Lion Walk Activity Centre Lift	40.0	0.0	40.0	0.0	0.0	0.0	G	G	G
Garrison Gymnasium & MRS	700.0	700.0	700.0	0.0	0.0	0.0	A	A	A
Castle Park - Playground Refurbishment	30.7	8.5	8.5	22.2	0.0	0.0	G	G	G
Resource Centre - Highwoods Country Park	68.7	49.6	65.7	3.0	0.0	0.0	G	G	G
King George V Pavilion Wivenhoe S106	12.5	10.8	12.5	0.0	0.0	0.0	G	G	G
Bergholt Road Play Area	83.4	0.0	83.4	0.0	0.0	0.0	G	G	G
Holly Trees WCs Castle Park	83.2	22.0	83.2	0.0	0.0	0.0	G	G	G
Castle Park Sensory Garden S106	65.0	0.0	0.0	65.0	0.0	0.0	G	G	G
Cook's Shipyard Playsite Wivenhoe S106	33.9	28.1	33.9	0.0	0.0	0.0	G	G	G
Castle Park Olympic Legacy Project	125.0	0.0	0.0	125.0	0.0	0.0	G	G	G
Old Heath Recreation Ground Improvements	440.5	165.6	180.0	260.5	0.0	0.0	G	G	G
Tile House Farm Play Site	51.0	51.0	51.0	0.0	0.0	0.0	G	G	G
Royal Square & Pavilion Dedham	20.0	7.7	9.4	10.6	0.0	0.0	G	G	G
Montgomery School MUGA S106	64.4	64.4	64.4	0.0	0.0	0.0	G	G	G
Walls - new merged scheme	943.2	485.2	795.0	148.2	0.0	0.0	G	G	G
Visitor Information Centre relocating to Hollytrees	47.2	4.4	47.2	0.0	0.0	0.0	G	-	-
Redevelopment of Castle Museum	3,980.5	1,207.4	2,727.8	1,252.7	0.0	0.0	A	A	A
<b>TOTAL - Community Services</b>	<b>6,842.5</b>	<b>2,804.7</b>	<b>4,902.0</b>	<b>1,940.5</b>	<b>0.0</b>	<b>0.0</b>			
<b>HOUSING REVENUE ACCOUNT</b>									
Decent Homes & Upgrades	7,775.0	3,838.8	7,775.0	0.0	0.0	0.0	G	G	G
Adaptations	562.0	318.6	562.0	0.0	0.0	0.0	G	G	G
Sheltered Accommodation Review	2,023.0	1,248.3	1,623.0	400.0	0.0	0.0	G	G	G
Council House New Build	1,000.0	86.5	130.0	870.0	0.0	0.0	G	G	G
Housing ICT Development	243.3	103.9	153.3	90.0	0.0	0.0	G	G	G
<b>TOTAL - Housing Revenue Account</b>	<b>11,603.3</b>	<b>5,596.1</b>	<b>10,243.3</b>	<b>1,360.0</b>	<b>0.0</b>	<b>0.0</b>			

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Service / Scheme	Total Programme spend to Q3 £'000	Accrued spend to Q3 £'000	Forecast Expenditure				(Surplus) / Shortfall		RAG Status		
			2013/14 £'000	2014/15 £'000	2015/16 £'000	2015/16 £'000	£'000	£'000	Current	Previous	
<b>COMPLETED SCHEMES (OR WHERE RETENTION ONLY OUTSTANDING)</b>											
Shrub End Sports Ground Car Park & West End Sports											
Ground Car Park S106	90.2	90.2	90.2	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Baden Powell Play Area S106	18.0	18.0	18.0	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Shelley Road Play Area	20.0	20.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Shrub End Community Hall S106	68.8	68.8	68.8	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Colchester Leisure World - Fitness Pool LACM and Modernisation	5.4	5.4	5.4	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Charter Hall Staging	29.6	29.6	29.6	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Mercury Theatre - Roof & Windows	13.3	18.6	13.3	0.0	0.0	0.0	0.0	0.0	0.0	G	G
King Edward Quay	0.3	0.3	0.3	0.0	0.0	0.0	0.0	0.0	0.0	G	G
Firstsite (VAF)	59.7	52.6	59.7	0.0	0.0	0.0	0.0	0.0	0.0	G	G
<b>TOTAL - Completed Schemes</b>	<b>305.3</b>	<b>303.5</b>	<b>305.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>		

Scheme	Spend to Q3 £'000	Forecast 2013/14 £'000	Commentary
Universal Customer Contact Fundamental Service Review - ICT	674.4	1,510.7	Further orders have been placed for over £500k, the largest being for the new Customer Experience Solution. This is a large and complex programme and the amber status reflects the risks around delivery. In particular the time scales are critical in supporting the delivery of the customer journey savings in 2014/15.
Flat Recycling Extension	0.0	0.0	This project has been delayed as flatted properties need to be resurveyed as they now need to accommodate containers to collect food waste. The spend will occur in 2014/15.
Street Services FSR	1.0	44.8	It has now been decided that the Task Management technology used in Zones is not fit for purpose in regard to what is required in Recycling and Waste. A new system is being tendered for and the spend is now likely to occur in the last quarter of 2013/14 at the earliest. The scheme will then be reviewed including any further spend required to deliver the priorities from the Street Services FSR.
Shrub End Depot - new baler and shed	0.0	0.0	The service is looking at different options to provide the building to house the equipment to process the recycling materials collected. It is investigating a partnership approach with ECC and Riverside, the Council's Fleet provider. This may reduce the costs to the Council but needs to be examined from both a legal and financial standpoint. This will move the expenditure to 2014/15.
A12 Junction Facilitation	2.8	162.5	Final spend on drainage works - completion Spring 2014.
Creative Business Hub	4.1	78.5	Contribution to Creative Business Centre to be formed in the St Botolphs Quarter (old police station). Revised funding bid to ERDF 24 October for decision early 2014. Other funding sources being considered eg SELEP.
Pumping Main - Distillery Lane/Haven Road	4.5	86.0	New issues uncovered which need to be resolved before scheme commences.
Upgrade of CCTV Equipment	41.5	41.5	This scheme forms part of an options appraisal that is being carried out for CCTV along with the review of the current server and equipment provision. Any potential spend will be carried forward to 2014-15.
Garrison Gymnasium & MRS	700.0	700.0	£700k has been released from Section 299a monies and paid to the PCT in respect of refurbishment works at the ex-Garrison medical centre for use as a surgery. Further monies were due to be released to refurbish the Gym so that it can be used as a community centre, however, the building was recently damaged in a serious fire and so this project may take longer than initially planned.
Redevelopment of Castle Museum	1,207.4	2,727.8	Funding for redevelopment of Castle Museum, funded mainly from Heritage Lottery Fund plus other contributions. Project completion is September 2014. Underspend against profile showing due to works delays. This budget now includes remaining budgets for Castle Park Interpretation and Roman Circus.

