



Report of the Head of Scrutiny and Member Development

Scrutiny Board (Environment and Neighbourhoods)

Date: 8th March 2010

Subject: Recommendation Tracking

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 Each Scrutiny Board receives a quarterly report, coinciding with the quarterly presentation of performance information, on the progress made in implementing the Board's recommendations.
- 1.2 This tracking system allows the Board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The Board will then be able to take further action as appropriate.
- 1.3 A standard set of criteria has been produced to enable the Board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 1.4 To assist Members with this task, the Principal Scrutiny Adviser has given a draft status for each recommendation. The Board is asked to confirm whether these assessments are appropriate, and to change them where they are not.
- 1.5 This quarterly report shows progress against recommendations arising from the following previous inquiries:
 - Inquiry into Private Rented Sector Housing
 - Inquiry into Older People's Housing

2.0 Recommendations

2.1 Members are asked to:

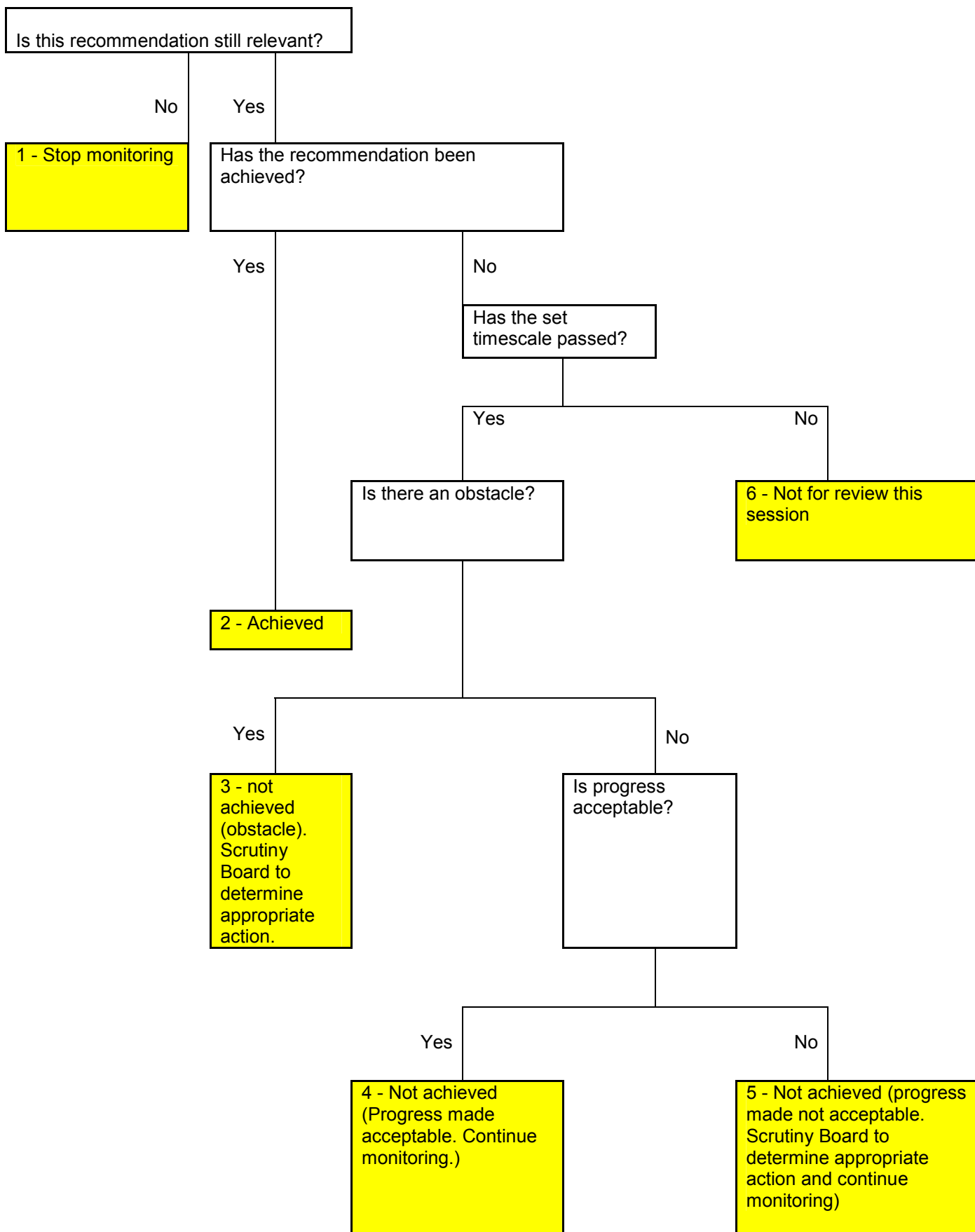
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

Background Papers

Environment and Neighbourhoods Scrutiny Board Final Inquiry Report on Private Sector Housing.
May 2009.

Environment and Neighbourhoods Scrutiny Board Final Inquiry Report on Older People's Housing.
June 2009.

Recommendation tracking flowchart and classifications:
Questions to be Considered by Scrutiny Boards



Recommendation Tracking – Progress Report (March 2009)**Categories**

- 1 - Stop monitoring
- 2 - Achieved
- 3 - Not achieved (Obstacle)
- 4 - Not achieved (Progress made acceptable. Continue monitoring)
- 5 - Not achieved (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Inquiry into Private Rented Sector Housing

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1 That the Director of Environment and Neighbourhoods raises greater awareness of, and helps private landlords gain access to, available grant or loan funding to improve the quality and energy efficiency of private sector housing</p>	<p>Formal Response received in October 2009</p> <p>The Council continues to promote energy efficiency to all households irrespective of tenure , and provides financial assistance where available. Capital programme funds for Leeds for 2009/10 amount to approx £6.8m for the whole city for all private housing regeneration, both owner occupied and Private Rented Sector (PRS) stock. Of this, only £300,000 is available specifically for energy efficiency initiatives, so there is limited opportunity in the current programme to provide major financial assistance to Landlords using capital. We do encourage take up of warm front grant by tenants and promote energy efficiency where ever possible (i.e. the 5 Wards initiative in 2008/9 and planned 10 ward initiative scheduled for 2009/10, and included in group repair specifications) but due to costs and technical</p>		

	<p>problems associated with hard to treat older housing the take up is generally poor. Negotiations are on going to secure additional funds and addressing energy inefficiency and resultant excess cold is a key priority of the Council.</p> <p>Current Position:</p> <p>Work is ongoing with technical experts from the Building Research establishment (BRE) to identify solutions to improve efficiency in the hard to treat properties. The Council continues to promote energy efficiency and actively promotes take up of Warm Front grants to all eligible tenants. Other initiatives such as the boiler scrappage scheme and landlord tax benefits are also actively promoted to landlords to encourage energy efficiency improvements in the sector.</p> <p>Funding has been secured and approval given to undertake a free cavity wall and loft insulation pilot in a small number of Lower Level Super Output Areas which score highly in terms of the numbers of low income residents, including tenants of private rented houses . The pilot is to commence later in the year and is based on the Warm Zone model.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 2 That the Director of Environment and Neighbourhoods continues to ensure that private landlords are proactively engaged in the development of future improvement programmes/schemes aimed at raising the quality and condition of private rented sector housing.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with recommendation 2.</p> <p>Current Position:</p> <p>The landlord community are actively consulted through a variety of forums including the PRS Strategic Working Group, lead by Councillor L Carter, the landlord consultative group and Landlords forum . Landlord representatives were involved in helping develop the PRS Housing Strategy 2009-2012 which was endorsed by the Council's Executive Board in December . This</p>	<p>2 - Achieved</p>	

	<p>strategy and related action plan has since been presented to the landlord forum to encourage participation in the strategy. Local and national landlord associations were also fully engaged over the proposals to designate the selective licensing area in Cross Green and East End Park and continue to be engaged in proposals and work plans.</p> <p>The latest in a series of Landlords' newsletters (Winter 2009) has been distributed providing a wide range of news updates which promote the sector.</p>		
<p>Recommendation 3 That an update report on the actions taken to achieve the outcomes of recommendations 1 and 2 is brought back to Scrutiny within 6 months.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with recommendation 3.</p> <p>Current Position:</p> <p>This update provided a progress report on recent actions</p>	2 - Achieved	
<p>Recommendation 4 That the Director of Environment and Neighbourhoods continues to proactively educate and empower private tenants to understand their rights and have the confidence to approach the Council for assistance if landlords refuse to improve standards in line with minimum requirements.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with recommendation 4.</p> <p>Current Position:</p> <p>Advisory leaflets for tenants have been produced and distributed to educate tenants on how to access the service and what actions can be taken to resolve housing complaints. Over 3,000 requests for service have been received in 2009/10 so far and appropriate enforcement actions have been taken to assist tenants and remove identified hazards.</p>	2 - Achieved	

<p>Recommendation 5 That the Director of Environment and Neighbourhoods continues to explore innovative approaches towards addressing poor housing conditions and works closely with key partners and central government to maximise on available resources.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with recommendation 5.</p> <p>Current Position:</p> <p>The Council continues to work with a variety of partners to maximize and encourage use of the private rented sector. The work with Housing Options service has utilized the PRS market to create tenancies and this has resulted in improved housing standards and greater availability of housing for vulnerable tenants. Promotion of Landlord accreditation has also proved an efficient way of improving housing standards and management of properties on a city wide basis.</p> <p>The designation of a Selective Licensing area has seen a multi agency tasking group developed to improve housing conditions and associated community issues such as poor environment and anti social behaviour.</p> <p>Work is also underway to produce a framework contract to provide temporary accommodation for a number of service areas and the contract will ensure suitable housing and management standards for all properties used in the scheme. This will improve efficiencies, promote better property conditions and management standards and be cost efficient for the Council.</p>	<p>2 - Achieved</p>	
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<p>Recommendation 6 That the Director of Environment and Neighbourhoods conducts an urgent review of existing resources within the HMO Licensing Team to determine whether it is adequate enough to effectively administer and regulate the Mandatory HMO Licensing Scheme.</p>	<p>Formal Response received in October 2009</p> <p>The Director does not agree to recommendation 6. HMO mandatory licensing is expected to be cost neutral with operational costs being met by license fees, and the recommendation for additional revenue resources to be provided to undertake more proactive work to track down unlicensed properties could only be met in the short term by the team being subsidised through revenue budget. Alternatively the license fee in future years could be increased but this would meet strong opposition from Landlords and ultimately fall to the tenants through increased rents. On balance, the current fee level we believe to be right and provides sufficient resources of approx £1.5m to administer the scheme in Leeds which has been one of the most successful schemes in the country. Resources will now be focused on inspection compliance checks and any subsequent enforcement required, provided problems such as the recent changes on fire precautions which have created additional administrative work don't keep recurring. The current review of mandatory licensing by the Building Research Establishment (BRE) should give some indication of the benefits which have been derived from such a significant amount of expenditure. The Council will take account of the findings of the impending BRE report in reviewing its operations.</p> <p>Current Position</p> <p>The ring fenced budget for mandatory HMO licensing continues to be carefully monitored , and the resources are now being used to support a programme of compliance inspections for licensed premises during the 5 year license period. The BRE report referred to above was published on 27th January and confirmed that a lack of resources was an issue for some local authorities , justifying why good progress had not been made with licensing, but this is not the case in Leeds. Nationally the average license</p>	<p>1 - Stop monitoring</p>	
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	<p>fee is £387 where as the fee in Leeds is on average £525. Work will commence in 2010 to review the fee in readiness for the next phase of licensing when the majority of existing 5yr licenses will need to be renewed in 2011/12.</p>		
<p>Recommendation 7 That the Director of Environment and Neighbourhoods ensures that all opportunities for data sharing across the Council and other agencies are explored to assist in the identification of unlicensed HMOs within the city.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with recommendation 7, and it can be confirmed that this reflects current arrangements where a comprehensive network of data sharing and intelligence gathering has taken place and will continue in the future</p> <p>Current Position:</p> <p>The data sharing between Council Departments has been further improved and access is now readily available to confirm property status.</p> <p>The Council is also exploring the possibility of a formal data sharing protocol with the police to improve cooperation and access to more information.</p> <p>Work is also ongoing within the Council to align free standing databases with main systems to ease access and availability of data.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 8 That the Director of Environment and Neighbourhoods continues to engage with private landlords in regularly reviewing the standards set within the Leeds Landlords Accreditation Scheme with the aim of attracting more members and expanding the scheme across the city.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with both recommendations 8 and 9, in that there are already in place arrangements for regular engagement with Landlord representatives, which include opportunities for reviewing standards in the Leeds landlords Accreditation Scheme (LLAS). Officers continue to work hard to promote LLAS city wide, and are currently working on an agreed action plan to achieve this. However, the scheme is currently heavily subsidised as the annual membership fees are purposely kept low to ensure the membership fee isn't a disincentive. Increasing fees to meet the additional costs of publicity, concessions and administration would be unacceptable to most landlords in the current economic climate, and it should be remembered that such costs invariably find their way into increased rents. If the additional publicity and promotion was fully met by the Council, the cost could be significant.</p> <p>Current Position:</p> <p>Consultation continues with all landlord associations, Managing agents and LLAS members on a regular basis. The LLAS is actively promoted and the scheme has seen positive growth and membership across the city with significant increases seen in Leeds 11, 12, 13 and 28. The scheme is currently on track to meet the target set in the current action plan to cover 20,000 bedspaces city wide.</p> <p>It is planned to further review the LLAS action plan but consideration will need to be given to the likely resource implications should the scheme be expanded further.</p> <p>Consultation has also begun with a nationally recognized landlord association to discuss the potential for them to take over the administration of the scheme although this is still at an early stage.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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<p>Recommendation 9 That the Director of Environment and Neighbourhoods conducts a review within the next 6 months of the current action plan aimed at promoting the Leeds Landlord Accreditation Scheme and raising its profile amongst private tenants across the city.</p>	<p>Formal Response received in October 2009</p> <p>(See response to recommendation 8)</p> <p>Current Position: (See response to recommendation 8)</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 10 That the Director of Environment and Neighbourhoods continues to further develop an Accredited Tenants Scheme for Leeds and explores opportunities for developing a representative body specifically for private tenants in Leeds.</p>	<p>Formal Response received in October 2009</p> <p>An accreditation scheme would essentially be a set of standards which a tenant would sign up to comply with, and possibly include tenant training to improve awareness of their obligations and expected behaviour. A scheme has been previously piloted in Leeds in conjunction with LLAS landlords with little success or interest. The Department was only able to issue a handful of certificates to tenants during the pilot. Landlords would be critical to the success of a scheme by insisting that tenants were, or became, accredited. The potential for relaunching a scheme, in conjunction with a tenant referencing scheme as referred to in recommendation 15 of the report of Scrutiny Board will be reviewed, but there are resources considerations to be taken into account</p> <p>Current Position: (See recommendation 15)</p>	<p>3 - not achieved (obstacle). Scrutiny Board to determine appropriate action.</p>	

<p>Recommendation 11 That the Director of Environment and Neighbourhoods continues to explore the development of an Accredited Agent Scheme for Leeds as a way of regulating the quality management standards of private sector management agents.</p>	<p>Formal Response received in October 2009 Similar to accredited tenants, an accredited managing agents scheme would require funding to meet set up and administration costs, and protracted negotiations with agents' representatives over the last year have suggested that they are unlikely to want to meet the full cost of the scheme which would mean LCC subsidy, and agents also have some strong objections to some of the conditions we would want to see in the scheme, including some basic legal requirements.</p> <p>The set up and running costs would not be dissimilar to the cost of selective licensing which has recently been estimated at approx £350,000 in total over the five year term of each license. The difference with a managing agents scheme would be the resistance to paying a similar fee of several hundred pounds for a discretionary initiative.</p> <p>Current Position:</p> <p>The negotiations are still ongoing and a further meeting was held in December 2009 to determine whether such a scheme had merit. Issues around scheme conditions, definition of agent and appropriate incentives were again discussed in full. It was reiterated that there would be financial implications for the Council and the agents should a scheme be introduced and the agents representatives agreed to discuss the matters further with their colleagues to determine whether there was sufficient interest to pursue the matter. No response has yet been received but further correspondence has now been sent to the agents to enquire over their interest in the scheme.</p> <p>It should be noted however that following proposals in the Rugg Review the Government has now issued a consultation paper to explore the possibility of a national Accredited Managing Agents Scheme and it may be the case that a national scheme removes the need for a local scheme.</p>	<p>4 - Not achieved (Press made acceptable. Continue monitoring.)</p>	
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<p>Recommendation 12 That the Director of Environment and Neighbourhoods takes a lead on promoting a one Council approach towards introducing concessions as a way of retaining and attracting more private landlords to the Leeds Landlord Accreditation Scheme</p>	<p>Formal Response received in October 2009</p> <p>This relates to the potential for the Council to encourage membership of Accreditation by way of incentives such as discounts on the cost of other services. A particular example is the refuse disposal concession for all waste, as distinct from waste defined as "domestic". Another example would be in relation to the cost of parking permits for landlords who have need for access to houses they manage in areas with resident only arrangements. Clearly a balance has to be struck between incentives to attract and retain members of the scheme, and other budget considerations, but the Director would agree that there is merit in exploring the full potential for introducing such arrangements in future.</p> <p>Current Position:</p> <p>Discussions are still taking place to determine the feasibility of improving the existing incentives, particularly in relation to waste services which is seen as a major issue by landlords. However, the current financial restraints make in-house concessions very difficult at present and a balance still needs to be determined. Financial incentives from external partners, promoted through the LLAS Network and landlord forums continue to be popular and readily available.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 13 i) That the Director of Environment and Neighbourhoods ensures that practical support and advice is available to all tenants in assisting them to negotiate reasonable rent levels, with particular attention</p>	<p>Formal Response received in October 2009</p> <p>This relates primarily to the Leeds Housing Options Service, seeking the establishment of a comprehensive tenant advice service within the Council. The Leeds Housing Options service is committed to offering support and advice to all tenants and this involves negotiating with landlords on rent levels and in some</p>		

<p>given to the consideration of property conditions and the minimum standards they should be expecting to receive.</p> <p>ii) That the Director of Environment and Neighbourhoods takes a lead role in building on the close working relationship between the Leeds Benefits Service and the Housing Regulatory Service to provide the necessary checks and balances to the LHA scheme at a local level.</p>	<p>instances assisting with bonds. This work will continue to be developed and will continue to involve close working with the Leeds Benefits Service and Environment and Neighbourhoods directorate.</p> <p>Current Position:</p> <p>i) The Leeds Housing Options Service manages a Damage Liability scheme which provides a bond guarantee of up to four weeks rent for damage/rent loss incurred on properties let through the service. All properties let through the initiative are subject to inspection by staff from the Leeds Housing Options Service, and where necessary Environmental Services, to ensure that they meet requisite quality standards. Membership of the Leeds Landlord Accreditation scheme is a condition of eligibility for the damage liability funding. All tenants who sign up for a property are offered support from a Supporting People commissioned service – primarily Foundation Housing. The reduction in temporary accommodation placements has released capacity to offer floating support for longer term tenancies. Staff from the Leeds Housing Options Service have regular liaison meetings with officers from the Leeds Benefits Service.</p> <p>ii) Close cooperation is being maintained between officers with responsibilities for regulation of standards and administration of Local Housing Allowance. DWP has recently published a consultation document on possible amendments to the current system of benefits payments , which has included seeking views on links between payments and housing standards and direct payments to landlords, both of which issues were raised in the scrutiny inquiry on the prs. The Council’s response has included a recommendation for these proposals to be supported , with strong links to accreditation.</p>	<p>2 - Achieved</p> <p>2 - Achieved</p>	
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<p>Recommendation 14 That the Director of Environment and Neighbourhoods reviews the potential costs and implications of expanding the Council's Damage Liability Scheme across the city and introducing deposit guarantees for tenants in receipt of Local Housing Allowance.</p>	<p>Formal Response received in October 2009</p> <p>The council is proactively exploring all options to assist tenants with rental bonds as part of the wider work undertaken through the Leeds Housing Options service. This work will continue with the aim of maximising the opportunities to assist in the prevention of homelessness and to secure accommodation for people in housing need across the city.</p> <p>Current Position:</p> <p>The Leeds Housing Options Service has expanded the Damage Liability initiative by offering bond payments for prospective tenants who find their own private tenancy through the Homeless Prevention Fund. Private sector tenancy sign ups are currently averaging between 65 and 85 lets per months. This is higher than the number of ALMO lettings to statutory homeless households which was 40 in December 2009. The private rented sector will continue to be the major rehousing source for people who are homeless or threatened with homelessness. Assisting people to access private rented accommodation has helped reduce the number of temporary accommodation placements made through private providers from 412 in September 2008 to 7 on the 9th of February 2010.</p>	<p>2 - Achieved</p>	
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<p>Recommendation 15 That the Director of Environment and Neighbourhoods continues to develop a Tenant Referencing scheme for Leeds and explores ways of securing additional funding for operating this scheme, which may involve seeking commitments from other Local Authorities to develop a regional scheme.</p>	<p>Formal Response received in October 2009</p> <p>The Council has been working on the potential for a tenants reference and tenants accreditation scheme for some time, including work with West Yorkshire Partners on the potential for a West Yorkshire wide initiative, largely modelled on the Manchester scheme which was reported to the PRS Strategy Group in 2008. The main stumbling block is the cost of operating a scheme. A very rudimentary estimate would be set up costs of upwards of £75k in year 1, plus running costs of not less than £50k per annum thereafter. Other schemes developed by local authorities have ranged in cost from £25k-£125K per annum.</p> <p>A tenant referencing scheme is an extension of an accreditation scheme, the concept being that tenants would be vetted by the Council and given a "credit rating" to be used when applying for a tenancy. There are many and varied issues with such a proposal including data protection, exclusion from tenancies if holding a poor rating, human rights issues etc. The scheme would need to be properly established and robustly administered, and again would be better run across the whole of West Yorkshire. Proposals are still under consideration but financing will be an important and critical factor.</p> <p>Current Position: Unfortunately little progress has been made on this issue to date. A revenue budget bid to fund a Leeds scheme was not supported due to budget pressures. However, colleagues across West Yorkshire are still exploring ways to proceed and fund such an initiative but the current financial climate has proved to be a stumbling block. Further contact has however been made with the West Yorkshire Housing Partnership lead officer responsible for this project and we still await an update.</p>	<p>3 - not achieved (obstacle). Scrutiny Board to determine appropriate action.</p>	
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<p>Recommendation 16 That the Director of Environment and Neighbourhoods continues to seek means of bringing empty private housing back into use which maximises on recent government initiatives and takes advantage of the current economic climate by brokering deals with property owners to temporarily let their empty properties to the Council for people on the housing register.</p>	<p>Formal Response received in October 2009</p> <p>The Director agrees with this recommendation. The Leeds Housing Options service has developed the recently introduced arrangements for placement of potentially homeless people into private sector housing. The Leeds Housing Options service is also encouraging owners of empty properties to offer the properties to potentially homeless households as assured shorthold tenancies, providing that the properties are of a reasonable standard. Further work to be undertaken includes consideration of the potential for long term leasing of underused stock for renting. An additional area of work which will be considered is the proposals to make use of Empty Dwelling Management Orders to bring back long term empty homes, with ALMOs or other registered social landlords acting as managing agents on the Council's behalf for up to 7 years as allowed by legislation.</p> <p>Current Position:</p> <p>The Private Sector Solutions initiatives, managed through the Leeds Housing Options Service, are making an important contribution to the empty homes challenge. It is recognised that there is a symmetry between tackling homelessness/housing need and reducing the number of empty homes. 583 private lettings were arranged between April 2009 and January 2010 – only 90 lettings were arranged between April and June – of which 302 were previously empty. 225 of these properties had been empty for longer than six months.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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<p>Recommendation 17 That the Director of Environment and Neighbourhoods considers the feasibility of establishing a single point of contact within the Council for the private rented sector, acting as a conduit for both private landlords and tenants to gain access to accurate and timely advice, information and assistance.</p>	<p>Formal Response received in October 2009</p> <p>The recommendation is supported and welcomed, and is one aspect of the on-going development of the Leeds Housing Options Service.</p> <p>Current Position:</p> <p>The Leeds Housing Options Service is the central contact service for both landlords and tenants. A email address has been set up: landlordandtenant@leeds.gov.uk.</p> <p>The specific issue of how best to ensure tenants receive appropriate help and advice has been highlighted in a recent CLG publication in early February : The Private Rented Sector- Professionalism and Quality – consultation. Further proposals now to be taken forward for more detailed consideration include a national register of landlords ,a tenants helpline, the regulation of letting and managing agents and the introduction of local letting schemes. Officers will continue to support these developments through representations wherever possible</p>	<p>2 - Achieved</p>	
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Inquiry into Older People's Housing

Recommendation for monitoring	Evidence of progress and contextual information	Status (categories 1 – 6) (to be completed by Scrutiny)	Complete
<p>Recommendation 1 That the updated Leeds Older People's Housing Strategy action plan is seen within the context of the other key strategies aimed at promoting the wider health and wellbeing agenda for older people, such as the Dementia Strategy, Leeds Mental Health Strategy and Older Better Strategy.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with Recommendation 1 and can confirm that work is underway to update the action plan in the wider context of national and local strategies.</p> <p>Current Update:</p> <p>The updated Older People's housing strategy and action plan was produced during November and December 2009 and was circulated to lead officers as a working document on 24/12/09. It includes strategic themes which link into the wider context of providing a holistic service that includes housing advice, housing support, health and care services in the community. The strategy also promotes opportunities for independence and support for specific groups of older people with dementia or sight loss. The strategy will be monitored through a steering group with representation from service providers and senior officers across housing and health. Meeting will take place bi-monthly with the first on 23rd March to report progress on action points and act as a forum for discussion of issues relating to older people's housing across the city.</p>	<p>2 - Achieved</p>	

<p>Recommendation 2 That the updated Leeds Older People's Housing Strategy action plan is brought back to the relevant Scrutiny Board for consideration once available.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with Recommendation 2.</p> <p>Current Update:</p> <p>A copy of the updated Leeds older People's Housing Strategy action plan is enclosed for the Scrutiny Board's consideration (see Appendix 3).</p>	<p>2 - Achieved</p>	
<p>Recommendation 3 That the Executive Board commits to the development of an area based Initiative for Leeds based upon a 'Warm Zone' model over the next 12 months as a method of addressing fuel poverty, particularly amongst vulnerable households such as older people.</p>	<p>Formal Response received in October 2009</p> <p>Excess cold has been identified as the most common hazard relating to private housing stock in the city. Action to address excess cold is therefore a key priority in relation to improving private sector housing standards. The draft Housing Strategy puts forward a proposal relating to establishing a 'Warm Zone' in the city, albeit with the caveat that this proposal will need to be initially considered by the Executive Board.</p> <p>Current Update:</p> <p>Funding has been secured to undertake a free cavity wall and Loft insulation pilot in a small number of Lower Level Super Output Areas which score highly in terms of the numbers of low income residents, including older people. The pilot is to commence later in the year and is based on the Warm Zone model.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 4 That the council ensures that from April 2010, housing related support services receive sufficient funding through Area Based Grant to at least maintain existing services, with a view to enhancing provisions in the future to meet with any increased demands for such services.</p>	<p>Formal Response received in October 2009</p> <p>Decisions relating to the distribution of funding lies with the Executive Board. Information can be provided to the Executive Board, when setting the budget, which will describe the potential impact of budget proposals.</p> <p>Current Update:</p> <p>It has been agreed corporately that current funding levels will be maintained in 2010/11 and this will include funding for housing related support for older people's services. However, there will be reduction in the grant level for housing related support services from Communities and Local Government of £1 million from April 2010 as determined by the last government spending review.</p> <p>Any future reallocation of funding between client groups receiving housing related support will be determined by client groups sector reviews which will be conducted during 2010/2012.</p>	<p>2 - Achieved</p>	
<p>Recommendation 5 That the findings of the research commissioned by the Leeds Commissioning Body into the wider benefits and outcomes generated through the provision of housing-related support services, is brought back to Scrutiny for consideration.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with Recommendation 5.</p> <p>Current Update:</p> <p>An interim report into the wider benefits of the programme has been produced. The main report is due to be produced in July 2010 and following this it will be brought back Scrutiny for consideration.</p>	<p>4 - Not achieved (Press made acceptable. Continue monitoring.)</p>	

<p>Recommendation 6 That the implications of the personalisation agenda and the role of Individualised Budgets in the commissioning of housing related support services is taken into consideration in the development of the Leeds Housing Related Support Strategy.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with Recommendation 6.</p> <p>Current Update:</p> <p>This work is ongoing. Officers from Housing Strategy and Solutions sit on the Self Directed Support Project Board and have ensured housing and housing support is reflected in key documentation used to assess and meet needs of those people who will be receiving self directed support and personalised services.</p> <p>Discussions are currently underway with a commissioned housing support provider with a view to piloting an individualised budget for a housing related support service to facilitate a move into independent accommodation.</p> <p>Both of the above pieces of work will inform the development of the Housing Related Support action plan and how personalisation and self directed support can be further developed within housing related support services.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 7 That the Leeds Housing Related Support Strategy is brought back to the relevant Scrutiny Board for consideration once available.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with Recommendation 7.</p> <p>Current Update:</p> <p>A housing related support action plan will be developed as part of the Housing Strategy for Leeds 2009 -12 in the same way as the Older People's Housing Action plan. This will be finalised following completion of the research into the wider benefits of the programme and will be taken into Scrutiny for consideration during the Autumn of 2010.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

	<p>A programme of strategic sector reviews of housing related support services has been agreed by the Leeds Supporting People Commissioning Body. These will be undertaken jointly with key commissioning partners including Adult Social Care and will inform the future commissioning and allocation of the funding across the various client groups receiving housing related support. The strategic review of commissioned services for older people is scheduled to take place early in 2011.</p>		
<p>Recommendation 8 That further analysis around future projections for the demand of Telecare Services in Leeds forms part of the wider piece of research work commissioned to assess the impact of Telecare services in Leeds.</p>	<p>Formal Response received in October 2009</p> <p>Adult Social Care agree that current research being undertaken into the impact of telecare should include a future demand forecasting exercise.</p> <p>Current Update:</p> <p>An external consultant has been engaged to run an audit of the Leeds Telecare Service to benchmark the service against national best practice and provide an evidence base to inform the Council's forward strategy to develop and expand the existing service in Leeds in the coming year.</p> <p>The first interim report suggests the vision and strategy for the service is well considered but highlights the importance of securing sustainable funding to meet future demands.</p> <p>The final report due March 2010, will detail a recommended way for the Council to develop the Telecare service across Directorates to provide a solid base for consolidation of existing services and development of future Telecare provision.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 9 That the Director of Development investigates and reports on the viability of adopting a model to be implemented, which reflects the spirit of the London Supplementary Planning Guidance for mandatory development to Lifetime Homes Standards, but suits the diversity and specific requirements of the City of Leeds, reporting findings to the Executive Board before 31 December 2009.</p>	<p>Formal Response received in October 2009</p> <p>We are currently nearing completion of a draft SPD on Sustainable Design and Construction which it is intended to publish for consultation in the Autumn. For housing, this looks at the introduction of the Code for Sustainable Homes (CHS) which at various levels embraces the Lifetime Homes Standard. Lifetime home standards are mandatory at CSH level 6. From 2010 they will be mandatory at CSH level 4 and in 2013 at CSH level 3. Once approved we will be encouraging housebuilders to follow the guidance but it will not be mandatory. SPD`s have to be supplementary to a policy in an approved development plan document as was the case in London where their SPD clearly elaborated on a policy in the approved Plan for London. We will be dealing with the policy position through the LDF Core Strategy. It is currently proposed that the Core Strategy includes a policy requiring new major residential development to meet the requirements of CSH. However, the Core Strategy is only at a relatively early stage of development, although we hope to be in a position to undertake further public consultation in the Autumn. The Core Strategy will eventually will be subject to public examination by an independent inspector, testing the appropriateness and justification for the policies that the Council is seeking to introduce, including in this case issues of viability.</p> <p>Current Update:</p> <p>The LDF Core Strategy was published for consultation as planned and included Policy SC7 dealing with the Code for Sustainable Homes as indicated in the previous response to Scrutiny. The consultation period closed on 7 December. There have been a number of representatives to CS7 and these will need to be assessed and report to Development Plan Panel in due course. This is part of the on-going development of the Core Strategy leading to the publication of the final document in Autumn 2010.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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	<p>Public examination and adoption are anticipated in 2011.</p> <p>Progress on the Sustainable Design and Construction SPD has slipped and public consultation on the draft will now be in the new year. We are currently finishing off the illustrated draft for a further round of internal consultation. We aim to get an illustrated draft for internal consultation in February, followed by external consultation, some of which is already planned. If this goes well we should be looking at adoption of the SPD in May/June 2010.</p>		
<p>Recommendation 10 That the Director of Development reports back to Scrutiny within 3 months on the existing and planned policies and guidance aimed at promoting innovative and inclusive planning design and quality across the city in line with the Lifetime Neighbourhoods Concept.</p>	<p>Formal Response received in October 2009</p> <p>The Council's existing adopted guidance 'Neighbourhoods for Living' (2003) includes a range of principles and guidance aimed at developers, designers, community groups, decision makers, businesses and the public which are consistent with the Lifetime Neighbourhoods concept. Key issues addressed include improving accessibility for disabled people and accommodating an ageing population, creating walkable neighbourhoods and creating a safe and secure environment. In addition major new policies and guides are subject to Sustainability Appraisal and Equality Impact Assessment. Given that this is broadly consistent with the aspirations expressed in the Scrutiny recommendation it is not considered that the further work proposed is appropriate, particularly given the context of other work priorities and resources.</p>	<p>1- Stop monitoring</p>	

<p>Recommendation 11 That the Director of Development reports back to Scrutiny within 3 months on how Leeds can work towards achieving Beacon status for inclusive planning.</p>	<p>Formal Response received in October 2009</p> <p>Whilst it is recognised that Beacon status would be a positive achievement experience suggests that this involves a resource intensive process both in achieving Beacon status (through an application process/rigorous assessment) and if successful, delivering the on going work programme (including the Beacon year). This entails both maintaining and 'growing' the initiative as a Beacon authority and also external PR & partnership hosting (events and arranging visits from authorities wishing to learn from best practice i.e. the 'Beacon authority'). Given current resourcing levels, existing commitments and the need for further efficiencies it would be difficult to absorb this work without severely affecting other work streams. Comments on the previous recommendations indicate that we are already looking to address these issues and it is clearly not necessary to have Beacon status in order to achieve better outcomes.</p>	<p>1- Stop monitoring</p>	
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<p>Recommendation 12 That the following factors are taken into account by the Council in the future development of extra-care housing schemes:</p> <ul style="list-style-type: none"> i. To have a very clear strategic position before embarking on a new scheme; ii. That the scheme fits in with the needs of the wider community and integrates with and complements what already exists locally; iii. To look at what is practicable and deliverable before consulting the wider community on the scheme; iv. To project-manage the scheme so that the lead-in time from the development stages to completion is kept as short as possible; v. To be more inventive with the name of the scheme, such as ‘retirement village’ rather than use the term ‘extra care housing’ which may not attract residents; vi. To have a transparent allocations criteria and procedure (making use of an independent body to act as mediator) and to be clear from the outset that not all applicants will receive a place; vii. To accept that new schemes will continue to evolve as technology develops and expectations change 	<p>Formal Response received in October 2009</p> <p>In relation to recommendation 12 (vi), the Council will need to ensure that any changes to the allocations criteria and procedure, including the use of an independent body as a mediator, are made in accordance with the legislative framework.</p> <p>Current Update:</p> <p>An Extra Care Housing Board has been established which will oversee the development of extra care housing in the city. The Board will work in conjunction with the PFI Project Team to ensure there is symmetry in relation to the development of extra care housing. Membership of the board is being finalised and the board will report into the Health and Wellbeing Commissioning Board and the Leeds Housing Partnership Executive Board. The initial priority for the board will be to identify the demand for extra care housing in the city. Procurement and allocation arrangements will also need to be agreed. Extra care housing development will need to link in with other initiatives such as Telecare, other assistive technology and personalisation.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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<p>Recommendation 13 That the Brunswick Gardens Retirement Village in Sheffield is considered by the council as an example of good practice for extra care provision, particularly in relation to the development of community facilities</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation and would also recommend that other examples of best practice are used to inform future developments in Leeds.</p> <p>Current Update:</p> <p>The recently established Extra Care Housing Board will consider examples of best practice, including the Brunswick Gardens development, as part of the development of the extra care housing strategy.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 14 That the directors of Adult Social Care and Environment and Neighbourhoods conduct an urgent piece of work to establish the potential costs of providing housing related support services to the proposed schemes outlined within the council's Private Finance Initiative funding bid for the modernisation of sheltered housing.</p>	<p>Formal Response received in October 2009</p> <p>The directors of Adult Social Care and Environment and Neighbourhoods are committed to work to establish the potential costs of proposed schemes as outlined in Recommendation 14. This work will be undertaken within the wider revenue scoping required within the schemes. A cross-directorate project team has been established in relation to the proposed PFI schemes and the revenue costs will be included within the overall project plan.</p> <p>Current Update:</p> <p>A report was submitted to Executive Board in February 2010 setting out a proposal to demolish 111 sheltered housing units and replace with 300 units of extra care housing as part of the PFI sheltered housing scheme. This will need to be supported by revenue funding through the Supporting People programme. The costs have not yet been finalised but it is assumed that additional costs will be incurred.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 15 That the details of the options appraisal into the future investment/management of council housing, with specific reference to older people's housing, is brought back to Scrutiny for consideration at the earliest opportunity.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation.</p> <p>Current Update:</p> <p>An options appraisal into the future management/investment opportunities for council housing is currently underway. The needs of older tenants and future older tenants will need to be considered as part of the options appraisal.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 16 That a dedicated strategy is put in place to take forward the council's plans for the development of Older People's housing irrespective of the outcome of the PFI funding bid.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation and would comment that this will be included in the refresh and update of the older people's housing strategy and action plan. Members will note that the council has been successful with the PFI Expression of Interest and that £183m has provisionally been allocated to the city.</p> <p>Current Update:</p> <p>The Older People's Housing Strategy and action plan was updated in 2009 and currently being implemented includes plans for development of older people's housing which includes social rented housing, private rented and owner occupier housing and addresses issues of providing suitable support services for these groups of older people. Extra Care housing is referenced within the action plan but will be addressed separately through the Extra Care Housing Board and Extra Care Housing Plan which will be produced at the direction of the Extra Care Housing Board.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 17 In supporting the development of an Extra-Care Housing Plan to quantify the demand and required supply of extra care provision across tenures and locations, we recommend that this Plan be brought back to Scrutiny for consideration once available.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation</p> <p>Current Update:</p> <p>The Extra Care Housing Board is actively meeting and addressing issues identified by the recent Cordis Bright research report into the future demand for Extra Care housing. It is predicted that a successful PFI 6 bid will not fully satisfy future demand for Extra Care Housing and more provision through remodeling of current residential or sheltered housing services will be required. Current priorities of the Board are ensuring that a Commissioning framework is in place for Extra Care housing, ensuring the PFI Lifetime Homes bid is aligned to other Extra Care projects, and ensuring that there is a clear strategy of what we require in Leeds for Extra Care housing and that providers can respond. These priorities are being developed into an initial model for Leeds and vision of Extra Care Housing and will inform the Extra Care Housing Plan which is in the early stages of development and is expected to be completed in the next 6 months.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
<p>Recommendation 18 That the Director of Environment and Neighbourhoods leads on producing an action plan over the next 6 months aimed at enhancing existing housing support and advice services targeted at older people across the city.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation. The refresh of the current Older People's Housing Strategy action plan will reflect the outcomes of this recommendation.</p> <p>Current Update:</p> <p>A sector wide review will be undertaken for commissioned housing related support services for older people early in 2011. This review will be undertaken jointly with adult social care and NHS Leeds. This will inform the future commissioning and allocation of funding for older peoples services in Leeds.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	

<p>Recommendation 19 That the Directors of Environment and Neighbourhoods and Adult Social Care ensure that the work conducted by the Leeds Older People's Forum around addressing social isolation amongst older people is embedded into existing training mechanisms for all relevant front line staff delivering services to older people.</p>	<p>Formal Response received in October 2009</p> <p>The directors agree with this recommendation and will ensure that this requirement is built into all services commissioned by the two directorates.</p> <p>Current Update</p> <p>Leeds Older People's Forum facilitate a training course on tackling social isolation amongst older people. This course has been delivered twice to Adult Social Care staff (09/10) and will be included in training plans for the coming year. Leeds Older People's Forum and Leeds City Council also produce a resource pack for front line staff ('Tackling Social Isolation') which has been reprinted (3rd Edition) in 2009 and distributed to all Adult Social Care stakeholders and contacts, through day centres, Contact Leeds, and area teams. This resource pack has also been circulated to Health colleagues and Third Sector colleagues.</p>	<p>2 - Achieved</p>	
<p>Recommendation 20 That the Director of Environment and Neighbourhoods takes a lead role in developing a working model aimed at delivering integrated housing and housing support services to older people at a neighbourhood level.</p>	<p>Formal Response received in October 2009</p> <p>The director agrees with this recommendation. The services currently commissioned to provide housing related support to older people are delivered at a local level but there is work ongoing to ensure that these are integrated with other services offering care and housing management in the same locality. The Environment and Neighbourhoods directorate works closely with Adult Social Care to jointly fund Neighbourhood Networks through the Supporting People programme and will continue to develop this integrated approach.</p>		

	<p>Current Update:</p> <p>Leeds Commissioning Body agreed In May 2009 to commission and part fund the Neighbourhood Network services along with Adult Social Care for a period of up to 2 years. The aim is to explore options for the integration of housing related support into Neighbourhood Network Services and thereby provide more holistic services to older people in their own homes. This arrangement is due to be reviewed in May / June 2010 and a further report on how the model is working will be reported into Commissioning Body during the summer of 2010.</p>	<p>4 - Not achieved (Progress made acceptable. Continue monitoring.)</p>	
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