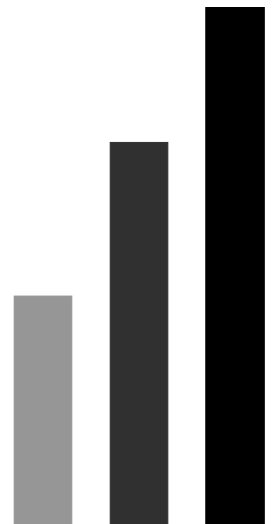


Agenda 2017

Education & Communities Committee

For meeting on:

7	March	2017
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A meeting of the Education & Communities Committee will be held on Tuesday 7 March 2017 at 2pm within the Municipal Buildings, Greenock.

Please note that consideration of the Education items of business will commence at 4pm or following conclusion of the Communities business, whichever is the later.

GERARD MALONE
Head of Legal and Property Services

BUSINESS

****Copy to follow**

1. Apologies, Substitutions and Declarations of Interest	Page
<u>COMMUNITIES</u>	
PERFORMANCE MANAGEMENT	
2. Communities 2016/17 Revenue Budget Report – Period 9 to 31 December 2016 Report by Chief Financial Officer and Corporate Director Education, Communities & Organisational Development	p
3. Communities Capital Programme 2016-2018 Progress Report by Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	p
4. Food Standards Scotland Audit of Food Safety Enforcement Report by Corporate Director Education, Communities & Organisational Development	p
NEW BUSINESS	
5. Inverclyde Local Housing Strategy 2017-2022 Report by Corporate Director Education, Communities & Organisational Development	p
6. Registration of Private Landlords – Formal Procedure for the Approval, Refusal or Removal of Registration Report by Corporate Director Education, Communities & Organisational Development	p

7.	Waitrose Lead Authority Partnership Report by Corporate Director Education, Communities & Organisational Development	p
8.	Loan of the Temianka Bust from the McLean Museum and Art Gallery Report by Corporate Director Education, Communities & Organisational Development	p
9.	Inverclyde Leisure – 3 Year Strategic Plan Report by Corporate Director Education, Communities & Organisational Development	p
10.	Grants to Voluntary Organisations Update Report by Corporate Director Education, Communities & Organisational Development	p
11. **	Clune Park Regeneration Plan Progress Report Report by Corporate Director Education, Communities & Organisational Development	
<u>EDUCATION</u>		
PERFORMANCE MANAGEMENT		
12.	Follow Up Progress Report Following Education Scotland Visit to Craigmarloch School Report by Corporate Director Education, Communities & Organisational Development	p
13.	Education 2016/17 Revenue Budget – Period 9 to 31 December 2016 Report by Chief Financial Officer and Corporate Director Education, Communities & Organisational Development	p
14.	Education Capital Programme 2016-2018 Progress Report by Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	p
NEW BUSINESS		
15.	Education Equality Mainstreaming Report and Equality Outcomes Report by Corporate Director Education, Communities & Organisational Development	p
16.	Update on the Use of the Pupil Equity Fund Report by Corporate Director Education, Communities & Organisational Development	p
17.	On-line Payments Update Report by Corporate Director Education, Communities & Organisational Development	p

The documentation relative to the following item has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in paragraphs 6 and 9 of Part I of Schedule 7(A) of the Act.

COMMUNITIES

NEW BUSINESS

18. **Inverclyde Leisure Articles and Funding Agreement**
Report by Corporate Director Education, Communities & Organisational Development seeking approval of revisals to the current Inverclyde Leisure Articles of Association and Funding Agreement and seeking delegated authority to finalise both documents with Inverclyde Leisure

p

Enquiries to - **Sharon Lang** - Tel 01475 712112

Report To: Education & Communities Committee **Date:** 7 March 2017

Report By: Chief Financial Officer and Corporate Director Education, Communities and Organisational Development **Report No:** FIN/12/17/AP/IC

Contact Officer: Iain Cameron **Contact No:** 01475 712832

Subject: Communities 2016/17 Revenue Budget Report- Period 9 to 31 December 2016

1.0 PURPOSE

- 1.1 To advise Committee of the 2016/17 Revenue Budget position at Period 9 to 31 December 2017.

2.0 SUMMARY

- 2.1 The total Communities budget for 2016/17, excluding Earmarked Reserves, is currently £8,594,340. This is an increase of £247,860 from the approved budget. Appendix 1 provides details of this movement. The latest projection is an overspend of £17,000, which is an increase of £1,000 since the last Committee.
- 2.3 The main variances to highlight for the 2016/17 Revenue Budget are –
- (a) Projected underspend of £51,000 for Support for Community Facilities, which is £2,000 less expenditure than reported to the last Committee. The full budget is not required until 2017/18 when the new facilities will be fully operational.
 - (b) A previously reported £119,000 overspend due to a prior year adjustment being required following a review of historical debt related to school / pitch lets income. The review was carried out in conjunction with Inverclyde Leisure and concluded that there was an over statement of income in 2015/16.
- 2.4 Earmarked Reserves for 2016/17 total £3,145,000 of which £1,358,000 is projected to be spent in the current financial year. To date expenditure of £889,000 (65.5%) has been incurred. The spend to date per profiling was expected to be £506,000, therefore the year to date expenditure is currently ahead of plan by £383,000 or 75.7%. The majority of the advanced expenditure relates to Support For Owners.

3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the current projected overspend of £17,000 for the 2016/17 Revenue Budget as at Period 9 to 31 December 2016.
- 3.2 That the Committee notes the current projected overspend of £17,000 is being contained within the overall Education & Communities Directorate Revenue Budget due to a projected underspend of £629,000 in the Education budget.

Alan Puckrin
Chief Financial Officer

Wilma Bain
Corporate Director Education, Communities
and Organisational Development

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise the Committee of the current position of the 2016/17 Revenue Budget as at Period 9, 31 December 2016 and highlight the main issues contributing to the projected overspend of £17,000.

5.0 2016/17 PROJECTION

- 5.1 The current Communities budget for 2016/17 is £8,594,340. This is an increase of £247,860 from the approved Revenue Budget. Appendix 1 provides details of the virements responsible for this increase.
- 5.2 The main issues to highlight in relation to the projected overspend of £17,000 for the 2016/17 Revenue Budget are :-

Sports & Leisure: Projected Overspend £114,000

The Sports & Leisure budget is projected to overspend by £114,000. This is mainly due to the previously reported prior year adjustment of £119,000 that is required to be made for Lets Income at the end of Financial Year 2016/17. A review of all historical debt was carried out in conjunction with Inverclyde Leisure and concluded that an overstatement of income was made at the end of 2015/16. The projected overspend remains the same as reported to the last Committee.

Community Halls: Projected Underspend £60,000

The Community Halls budget is projected to underspend by £60,000. The Support for Community Facilities budget is projected to underspend by £51,000 due to the full budget not being required until 2017/18 when the new facilities will be fully operational. The projected underspend is £2,000 less than reported to the last Committee.

- 5.3 It should be noted that the £17,000 projected overspend for the Communities Revenue Budget is being contained within the overall Education & Communities Directorate Revenue Budget due to the projected underspend of £629,000 for Education.

6.0 EARMARKED RESERVES

- 6.1 Total funding for Earmarked Reserves is £3,145,000 of which £1,358,000 is projected to be spent in 2016/17. The remaining balance of £1,787,000 will be carried forward for use in 2017/18 and beyond. As at Period 9, the expenditure was £889,000 or 65.5% of the 2016/17 projected spend.
- The spend to date per profiling was expected to be £506,000, therefore the year to date expenditure is currently ahead of plan by £383,000 or 75.7%. The majority of the advanced expenditure relates to Support For Owners.

7.0 VIREMENTS

- 7.1 There are no virements this Committee cycle.

8.0 IMPLICATIONS

8.1 Finance

All financial implications are discussed in detail within the report above.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs / (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

8.2 Legal

There are no specific legal implications arising from this report.

8.3 Human Resources

There are no specific human resources implications arising from this report.

8.4 Equalities

There are no equalities issues within this report.

8.5 Repopulation

There are no repopulation issues within this report.

9.0 CONSULTATION

9.1 The paper has been jointly prepared by the Chief Financial Officer and the Corporate Director Education, Communities and Organisational Development.

10.0 BACKGROUND PAPERS

10.1 There are no background papers for this report.

Communities Budget Movement - 2016/17**Period 9: 1st April - 31st December 2016**

Service	Approved Budget	Inflation £000	Virement £000	Movements		Revised Budget
	2016/17 £000			Supplementary Budgets £000	Transferred to EMR £000	2016/17 £000
Libraries & Museum	1,508	(5)	(3)			1,500
Sport & Leisure	1,710	33	99			1,842
Safer Communities	3,354		128			3,482
Housing	602					602
Community Halls	929		(4)			925
Grants to Voluntary Organisations	243					243
Totals	<u>8,346</u>	<u>28</u>	<u>220</u>	<u>0</u>	<u>0</u>	<u>8,594</u>

Movement Details

£000

External Resources**Virements**

From ED Committee - CLD Streetmates Upload Correction	70
From ED Committee - Funding Waivers	69
Re-Align Cleaning Budgets	(3)
From Contingency - CCTV	65
From ED Committee - Funding School Lets Income Shortfall	26
From E&R Committee - Parking Income	(7)
	<u>220</u>

Inflation

Reduction in Gas Budget	(7)
IL Living Wage Increase	33
Increase SWAN Line Charges	2
	<u>28</u>

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COMMUNITIES**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 9 : 1st April 2016 - 31st December 2016**

<u>Out Turn</u> <u>2015/16</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Budget</u> <u>2016/17</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>31-Dec-16</u> <u>£000</u>	<u>Projection</u> <u>2016/17</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Over / (Under)</u>
0	Sports & Leisure Bad Debt Provision	0	0	0	119	119	-
10	Community Halls Support For Comm Facilities	100	75	49	49	(51)	(51.0%)
Total Material Variances						68	

COMMUNITIES**REVENUE BUDGET MONITORING REPORT****CURRENT POSITION****PERIOD 9 : 1st April 2016 - 31st December 2016**

2015/16 Actual £000	Subjective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
4,058	Employee Costs	4,271	4,334	4,328	(6)	(0.1%)
716	Property Costs	728	783	764	(19)	(2.4%)
1,775	Supplies & Services	1,652	1,698	1,697	(1)	(0.1%)
39	Transport Costs	35	35	35	0	-
300	Administration Costs	56	56	56	0	-
4,154	Other Expenditure	2,084	2,148	2,208	60	2.8%
(2,694)	Income	(480)	(460)	(477)	(17)	3.7%
8,348	TOTAL NET EXPENDITURE	8,346	8,594	8,611	17	0.2%
	Earmarked Reserves	0	0	0	0	
	TOTAL NET EXPENDITURE excluding Earmarked Reserves	8,346	8,594	8,611	17	

2015/16 Actual £000	Objective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
1,452	Libraries & Museum	1,508	1,500	1,475	(25)	(1.7%)
1,936	Sports & Leisure	1,710	1,842	1,956	114	6.2%
3,019	Safer Communities	3,354	3,482	3,474	(8)	(0.2%)
863	Housing	602	602	598	(4)	(0.7%)
837	Community Halls	929	925	865	(60)	(6.5%)
241	Grants to Vol Orgs	243	243	243	0	-
8,348	TOTAL COMMUNITIES	8,346	8,594	8,611	17	0.2%
	Earmarked Reserves	0	0	0	0	

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Communities

<u>Project</u>	<u>Lead Officer/ Responsible Manager</u>	<u>Total Funding 2016/17</u>	<u>Phased Budget To Period 9 2016/17</u>	<u>Actual To Period 9 2016/17</u>	<u>Projected Spend 2016/17</u>	<u>Amount to be Earmarked for 2017/18 & Beyond</u>	<u>Lead Officer Update</u>
		<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Support for Owners	Martin McNab	921	200	596	921	0	Expenditure to be completed by 31/03/17 per Scottish Government.
Renewal of Clune Park	Martin McNab	1,910	63	191	320	1,590	Expenditure to date relates to Home Loss Payments, Legal Fees (internal & external) and Architects / Engineers fees.
Support for Community Facilities	Martin McNab	29	29	29	29	0	£12k payment made to Grosvenor Bowling Club and £17k payment made to Branchton Community Centre. Spending now completed.
Investment Fund for Council Owned Bowling Clubs	Martin McNab	156	135	6	12	144	£150k has been allocated for refurb of Lady Alice toilets. Following issues discovered at survey stage work now not expected to be completed in 2016/17.
Summer Playschemes	Martin McNab	29	29	17	26	3	£17k Employee costs for Play4All & £9k to IL to maintain price at £2.50 will be paid P10. Balance of £3k is not required.
Grants to Vol Orgs	Martin McNab	100	50	50	50	50	£50k allocated to first round of applications 16/17 and £50k c/f for use in 17/18
Total		3,145	506	889	1,358	1,787	

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	Report No:	EDUCOM/28/17/MM
Contact Officer:	Martin McNab	Contact No:	714246
Subject:	Communities Capital Programme 2016 - 2018 Progress		

1.0 PURPOSE

- 1.1 The purpose of the report is to update the Committee in respect of the status of the projects forming the Communities Capital Programme and to highlight the overall financial position.

2.0 SUMMARY

- 2.1 This report advises the Committee in respect of the progress and financial status of the projects within the Communities Capital Programme.
- 2.2 Overall the Committee is projecting to contain the costs of the 2016-2018 Capital Programme within available budgets.
- 2.3 Appendix 1 contains details of the projected spend and cashflow for the Capital Programme over the 2 years of the current programme together with a projected allocation for future years.
- 2.4 Expenditure at 31st January, 2017 is 79.1% of the 2016/17 approved budget; there is net advancement from future years of £208k (7.68%) being reported. This is a decrease in advancement of £845K since the last Committee due to a reduced projection on the Broomhill IAMH project following a review of construction progress, and revised projection reflecting the phased programme of works on the Watt Complex Refurbishment project.
- 2.5 Following delays with the procurement process for the renewal of the Public Space CCTV infrastructure the Council has been able to negotiate an extension to the maintenance agreement beyond April 2017. Officers will provide an update to a future Committee on progress.

3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the progress with the specific projects as detailed in Appendix 1.
- 3.2 That the Committee approves the allocation of funding from the Repairs and Renewal fund to progress a pitch carpet replacement at Lady Octavia Recreation Centre as outlined in section 12.1.
- 3.3 That the Committee notes the delay in the procurement process for the Public Space CCTV infrastructure and that the costs of extending the maintenance of the existing CCTV system

will be contained in existing Budgets.

- 3.4 That the Committee approves the issue of tenders for the Watt Complex Refurbishment project, and grants delegated authority to the Head of Legal & Property Services to accept the most economically advantageous tender provided the cost is within the budget allocation for the project (para 6.1).

Martin McNab
Acting Head of Safer &
Inclusive Communities.

Alan Puckrin
Chief Financial Officer

4.0 BACKGROUND

4.1 This report shows the current position of the approved Communities Capital Programme.

5.0 HOUSING SCHEME OF ASSISTANCE (SOA)

5.1 The Scheme of Assistance provides statutory housing assistance for the improvement and repair of private sector housing within Inverclyde. There is a 3-strand approach to delivery, namely Advice & Information, Practical Assistance and Financial Assistance. In order to meet the objectives of the Local Housing Strategy, repairs and improvements for the following areas are given priority – work to meet needs of disabled persons, houses which fail the tolerable standard, tackling fuel poverty, replacement of lead drinking water pipes and communal Scottish Housing Quality Standard works. Funding for SOA in the period 2016 to 2019 is £2.572m.

6.0 WATT COMPLEX REFURBISHMENT

6.1 The immediate priority for the complex is to ensure that all essential repairs are carried out to the external envelope, ensuring that the building is wind, watertight and safe. The capital programme has been amended to take account of this with a total of £2million being earmarked for essential repair and upgrading by the end of 2017/18. Historic Environment Scotland (HES) approved a grant application for £297,000 for the project in August 2016 subject to final approval.

An advance contract for dry rot works was carried out and completed in 2016. Emergency works to stonework addressing priority pinnacles and towers are on-going with scaffold in place and tenders issued for the follow-on works which it is anticipated will commence in early Spring 2017.

Decant works are being co-ordinated with the initial work involving clearance of the art gallery for use as storage for museum exhibits. Large artefacts will remain in-situ and will be protected. Valuable artefacts will be removed to off-site storage for the duration of the works and this work will be programmed to minimise the costs associated with this type of specialist storage.

The design and specification of the main contract works are progressing in consultation with Historic Environment Scotland. Listed building consent is in place with formal building warrant application made. The project is progressing to tender issue stage with the estimated cost of the main refurbishment element £1.8m. Permission to issue tenders and approval for delegated authority to accept the most economically advantageous tender is requested.

7.0 INVERKIP COMMUNITY FACILITY & LIBRARY FITOUT

7.1 Inverkip Community Facility was completed in December 2016 and handed over to the Community Group on 22 December 2016. The official opening took place on 25th February 2017.

The Committee is requested to note that there is an outstanding extension of time claim from the Contractor in connection with the difficulties experienced with the water supply and connections to the building. The final account for the project is yet to be agreed and will be subject to the resolution of the outstanding extension of time claim and any associated costs in connection which are yet to be agreed / determined. It is anticipated that an update will be available for the June Committee.

8.0 WOODHALL COMMUNITY FACILITY

- 8.1 The purpose of this project was to build a Multi-Use Games Area (MUGA) and a small tenants' hall at a vacant site in Parkhill Square, Port Glasgow. The Woodhall Tenants' and Residents' Association was successful in obtaining lottery funding for the MUGA but expressed no interest in proceeding with the tenant's hall project at this time.

In order to resolve an unforeseen land acquisition issue, the sum of up to £30k from the current capital allocation was earmarked to allow purchase of the land (including professional fees) without further delay.

Officers have agreed with Woodhall Tenants' and Residents' Association that the current allocation from the capital budget will be allocated toward provision of CCTV to combat fly tipping, road calming and other road safety measures in the area.

9.0 NEW COMMUNITY FACILITY BROOMHILL

- 9.1 The Environment & Regeneration Committee of January 2013 approved in principle that the site of the former Mearns Centre and the adjoining blaes pitch at Nile Street Greenock would be made available to Inverclyde Action on Mental Health (IAMH) to develop a joint Social Enterprise / Community Facility. A planning application has been submitted and the former Mearns Centre building has now been demolished and the site cleared.

- 9.2 IAMH have been successful in their bid to the Big Lottery, and the Scottish Government has confirmed the award of Regeneration Capital Grant to the Council to support his project. The Environment and Regeneration Committee at its meeting of 5th March 2015 approved the recommendation to transfer the ground/ agree a 99 year lease at Mearns Street/ Nile Street in support of the project.

- 9.3 At the Education and Communities Committee of 19th January, 2016, members agreed to provide an additional £300k to provide sufficient funds to allow this project to progress in 2016/17. This brings the Council's contribution to the project to £1.350million, including land acquisition, demolition of the former school and fees.

- 9.4 The Regeneration Capital Grant Fund application for draw down of the award of £397k has been approved and funds have now been transferred to the Council. This is reflected in the total cost of the project noted in Appendix 1. The project is now on site and ground and foundation works are now well advanced. The project is reported to be on programme with and anticipated completion of June 2017. Works at the start of the year have not proceeded at the rate expected with the result that we are now estimating 57% of the total project budget by the end of this financial year. The revised estimated budget within the capital programme has been adjusted, in light of this information, to £810K by the end of March 2017. This will leave £739K or 42% of the spend to take place in 2017/18.

10.0 BIRKMYRE PARK PITCH IMPROVEMENTS

- 10.1 The current budget for Birkmyre Park pitch improvements is £350k. The estimated cost of the necessary drainage works at the site is £400k including a £50k contribution from St Columba's School.

The detail design for the project has been progressed with formal planning application submitted and public consultation event held within Kilmacolm Primary School. It is anticipated that work will commence on site in summer 2017 to complete by summer 2018.

11.0 RANKIN PARK MOUNTAIN BIKE TRACK

- 11.1 The Committee approved funding of £150k in support of a successful bid to Sports Scotland's 'Active Places' fund at the meeting in May 2015. The full budget for the project is £240 (inclusive of grant of £90k). The project is now completed and the track was formally opened on 22 June, 2016. Informal feedback from users to date has been very positive. The pilot curricular trail biking programme commenced in early December 2016, with two schools already engaged, and who had achieved level 2, in the 'Bikeability' programme. The curricular trail biking programme is led by Active Schools and Sports Development with a qualified UKCC instructor in partnership with Clyde Muirshiel Park Authority instructors.

12.0 LADY OCTAVIA RECREATION CENTRE - PITCH LIFECYCLE WORKS

- 12.1 The Lady Octavia Recreation Centre includes 2nr 5-a-side pitches with the installations dating back to circa 2002/2003. Recent inspection of the pitch carpets by specialist contractors has highlighted the poor condition of the surfaces with the carpet fibres having broken down to such a degree that the performance of the surfaces is poor. There remains a demand for the pitches and as such the Committee is requested to approve a project for the replacement of the carpet/surfacing funded from the Council's Repairs and Renewal fund which includes allowances for non-Education sports pitch lifecycle works. The estimated cost of the project is circa £50k subject to progression of the technical design and competitive tendering.

13.0 CCTV RENEWAL

- 13.1 Tenders have been now been received for the replacement of the Public Space CCTV system. However there are ongoing delays in assessing technical and financial aspects of the tenders and therefore there will be no spend in 2016/17. The existing network provider has agreed to allow the Council extend our use of the network meantime. This will have an additional revenue impact of £43K maximum for 1 year. This will be absorbed within the Directorate Budget The provision of £321K in the programme has been moved to 2017-18 for renewal of the Public Space CCTV infrastructure. An update report will be submitted to a future Committee meeting.

14.0 IMPLICATIONS

Finance

- 14.1 The expenditure at 31st January 2017 is £2.144m compared to an approved budget of £2.709m. This is expenditure of 79.14% of approved budget after 83.33% of the year. No slippage is currently being reported with net accelerated spend of £208k projected.
- 14.2 The current budget of £10.541m is made up of £3.572 for Housing / Scheme of Assistance

(SOA) and £6.969m for Cultural & Sports projects. The Current Projection is £10.541m.

14.3	Education & Communities	Approved Budget £000	Current Position £000	Overspend / (Underspend) £000
	Total Housing	3,572	3,572	-
	Total Cultural & Sports	6,969	6,969	-
	Total	10,541	10,541	-

14.4 Please refer to the status reports for each project contained in Appendix 1.

Legal

14.5 There are no legal issues.

Human Resources

14.6 There are no human resources issues.

Equalities

14.7 Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required. See below.

Individual projects consider DDA issues as part of the development of the detailed designs and Building Standards approval (where required). There are no equalities issues.

Repopulation

14.8 The regeneration works outlined in this report should contribute to retaining and increasing the population within the area. There are no repopulation issues.

15.0 CONSULTATION

15.1 The report has been jointly prepared by the Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer.

15.2 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

15.3 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

16.0 LIST OF BACKGROUND PAPERS

16.1 Communities Capital Programme Technical Progress Reports February 2017. (A technical

progress report is a project specific report which details the financial and progress position for current projects which have a legal commitment).

COMMUNITIES CAPITAL REPORT

Appendix 1

COMMITTEE: EDUCATION & COMMUNITIES

Project Name	1	2	3	4	5	6	7	8	9	10	11	Status
Est Total Cost	Actual to 31/3/16	Approved Budget 2016/17	Revised Est 2016/17	Actual to 31/01/17	Est.2017/18	Est.2018/19	Future Years	Start Date	Original Completion Date	Current Completion Date		
£000	£000	£000	£000	£000	£000	£000						
Housing												
Clune Park Regeneration	1,000	0	0	0	0	0	0	1,000				
Scheme of Assistance	2,572	0	739	739	532	1,000	833	0				
	3,572	0	739	739	532	1,000	833	1,000				
Cultural & Sports												
Watt Complex Refurbishment	2,000	184	523	123	98	1,000	693	0				
Inverkip Community Facility & Library Fit Out	2,161	1009	1,052	1,052	1024	100	0	0				
Community Facilities Investment Woodhall	100	35	0	65	5	0	0	0				
New Community Facility Broomhill	1,747	198	249	810	449	689	50	0				
Contribution to Birkmyre Park Pitch Improvements	400	0	75	75	4	200	125	0				
Rankin Park Mountain Bike Track	240	179	71	53	32	8	0	0				
Public Space CCTV	321	0	0	0	0	321	0	0				
	6,969	1,605	1,970	2,178	1,612	2,318	868	0				
Communities Total	10,541	1,605	2,709	2,917	2,144	3,318	1,701	1,000				

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report	EDUCOM/19/17/MM
Contact Officer:	Martin McNab	Contact No:	4246
Subject:	Food Standards Scotland Audit of Food Safety Enforcement		

1.0 PURPOSE

- 1.1 To advise the Committee of the outcome of a recent audit of the Authority's Food Service by Food Standards Scotland.

2.0 SUMMARY

- 2.1 Members may recall that the Food Control Service of Inverclyde Council received a "clean" core audit from Food Standards Scotland in June 2015. This report advises the Committee of a subsequent Capacity and Capability Audit carried out in January 2017.
- 2.2 Food Control is carried out in Inverclyde by the Food & Health Team which is part of the Environmental Health function delivered by Safer & Inclusive Communities.
- 2.3 The January 2017 audit was a second successive "clean" audit for the team in just over 18 months.

3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the outcome of the Capacity & Capability Audit of the food control function of Inverclyde Council's Environmental Health Service.

**Martin McNab,
Acting Head of Safer & Inclusive Communities**

4.0 BACKGROUND

4.1 Members may recall a report to the September 2015 Committee on a successful audit of the Authority's Food Service by Food Standards Scotland in June 2015. The audit, which was the first since 2011, was a core audit of the food service. This was a successful audit which made no recommendations for improvements and highlighted good practice in the service. One of the key findings of the 2015 audit was that "Officers were.... knowledgeable about the premises, the authority's policies and procedures, the relevant legislation and had the confidence of food business operators." In light of the successful outcome of the 2015 audit, there was an expectation that there would not be a further audit for some time.

4.2 Since 2015 however Food Standards Scotland has revised its policy on audit. This introduced a four category assurance scheme for audits based upon Scottish Government auditing practices on a red , orange, yellow and green basis with the red category indicating unacceptable controls with notable weaknesses through to green indicating controls being robust and well managed.

4.3 In concert with the changed policy, FSS commenced a three year audit programme in November 2016. The programme involves two main themes one of which is a "Capacity and Capability Audit". The specific aims of this audit programme are to:

- evaluate the organisational, management and information systems in place to ensure they are effective and suitable to achieve the objectives of the relevant food law.
- assess the capacity and capability of the Local Authority to deliver the food service.
- provide a means to identify under-performance in Local Authority food law enforcement systems.
- assist in the identification and dissemination of good practice to aid consistency.
- provide information to aid the formulation of Food Standards Scotland policy.

One of the major operational changes from previous audits was to reduce the notice given to authorities prior to audit from six weeks to ten working days. Local Authorities will be selected for the on-site audit based on information gathered via an information gathering exercise carried out in July 2016 and any other sources of information already available.

4.4 Safer & Inclusive Communities received notice that the food service was to be subject to a Capacity and Capability Audit on 21 December 2016. The three day audit was to commence on Monday 16 January 2017. Officers were obviously concerned as to why the authority had been selected for audit within 18 months of a prior "clean" audit. The audit documentation suggested that authorities would be selected for audit based upon "information gathered via the information gathering exercise and any other sources of information already available". The information gathering exercise was carried out in June 2016 and there were no material changes in information given to that which had pertained in 2015.

5.0 AUDIT FINDINGS

5.1 Inverclyde Council was the third authority to be audited under the Capacity and Capability Audit. Officers concerns were allayed at the opening meeting where the auditors made clear that they had selected Inverclyde in order to calibrate their audit process. The first two audits had been fairly challenging and they wished to carry out an audit in an authority where they expected the food service to be well run and capable as a result of previous audits. This would enable them to check that there were no issues with their audit process.

5.2 The audit proceeded without incident over the three days and there were no recommendations for improvement at the end of the process. The auditors stated at the closing meeting that Inverclyde was the first authority in Scotland to have received two clean audits in succession. The final audit report is available to members.

5.3 The result of the audit is particularly satisfying given that the spend per head of population on food control in Inverclyde was £2.09 in 2015-16. This placed Inverclyde at fourth lowest of the 18 Scottish authorities submitting complete data to APSE benchmarking in 2015-16. For comparison, the lowest was reported as £1.97 with the average being £3.18. Inverclyde also obviously does not have the advantages of scale of some larger authorities.

6.0 IMPLICATIONS

Finance

6.1

Financial Implications:

One off Costs

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Legal

6.2 None

Human Resources

6.3 None

Equalities

6.4 None.

Repopulation

6.5 None.

7.0 BACKGROUND PAPERS

7.1 Items for Noting – Communities – Education & Communities Committee September 2015
EDUCOM/75/15/MM

Report To: Education & Communities Committee

Date: 7 March 2017

Report By: Corporate Director Education, Communities & Organisational Development.

Report No: EDUCOM/26/17/DH

Contact Officer: Drew Hall

Contact No: 01475 714272

Subject: Inverclyde Local Housing Strategy 2017 – 2022

1.0 PURPOSE

- 1.1 This report seeks Committee approval of the Council's new Local Housing Strategy (LHS) for the five year period 2017-2022. The LHS is attached as the Appendix to this report.

Appendix
1

2.0 SUMMARY

- 2.1 The Housing (Scotland) Act 2001 places a statutory duty on local authorities to prepare a Local Housing Strategy supported by an assessment of housing need, demand and provision. Scottish Government Guidance was issued in August 2014 to assist authorities in preparation of their Local Housing Strategy.
- 2.2 The Local Housing Strategy sets out the vision for housing and housing related services over the next five years. It builds on the success of our previous strategies and supports the Scottish Government's vision within Homes Fit for the 21st Century of a housing system which provides affordable homes for all. It also seeks improvement in housing quality and recognises the role that the housing system has to play in enhancing economic growth and social mobility, as well as strengthening our communities.
- 2.3 The LHS has been developed in collaboration with key partners including Registered Social Landlords (RSLs), the Scottish Government More Homes Division (formerly the Housing Supply Division), and other Inverclyde Council and HSCP services. The strategy has also benefited from the input of the Inverclyde LHS Steering Group and engagement with Elected Members.
- 2.4 Six overarching strategic outcomes have been identified in conjunction with our partners and stakeholders. These reflect the priorities set out in the Scottish Government LHS Guidance and will allow us to achieve our vision: 'Working together to deliver quality, affordable homes and sustainable communities'.

3.0 RECOMMENDATIONS

- 3.1 That the Committee:
- Approves the submission of the final draft of the Inverclyde Local Housing Strategy 2017-2022 to Scottish Ministers; and
 - Notes that the Local Housing Strategy is subject to annual monitoring and review and that updates on progress will be submitted to future meetings of the Committee.

Martin McNab
Acting Head of Safer and Inclusive Communities

4.0 BACKGROUND

- 4.1 The Inverclyde LHS 2011 – 2016 came to an end in December last year. However, there has been a continuation of its main strategic objectives to the present day, to allow for preparation and approval of the proposed new LHS.
- 4.2 There is a statutory duty under the Housing (Scotland) Act 2001 to prepare and submit an LHS to the Scottish Government supported by an assessment of housing need, demand and provision. The LHS sets out the Council's strategy, priorities and plans for the delivery of housing and related services over the next five years.
- 4.3 In line with the Local Housing Strategy Guidance (2014), the new LHS incorporates homelessness, housing support and fuel poverty strategy elements. It also addresses the private sector strategic requirements of the LHS contained within the Housing (Scotland) Act 2006 and requirements in relation to social rented stock meeting the Scottish Housing Quality Standard (SHQS) and the Energy Efficiency Standard for Social Housing (ESSH).
- 4.4 The LHS has to take into consideration a number of national targets and priorities, including:
- Increasing supply of affordable homes;
 - Contributing to effective integration of Health and Social Care;
 - Ending Fuel Poverty as far as reasonably practicable;
 - Meeting Climate Change 2020 Milestone;
 - Continuing to meet Scottish Housing Quality Standard (SHQS); and
 - Meeting Energy Efficiency Standard for Social Housing 2020 Milestone.
- 4.5 The development of the new LHS has been ongoing over the past year and is the result of in depth research, analysis, consultation and engagement. The consultation process has involved a wide range of partners and stakeholders with a variety of opportunities to be involved in the development of priorities. Key stages in the process have included:
- Clydeplan Housing Need and Demand Assessment (May 2015);
 - Research and analysis and production of housing issues evidence papers (Spring 2016);
 - Stakeholder consultation events;
 - Briefing session to Elected Members (October 2016);
 - Publication of the Consultative Draft LHS (November 2016);
 - Formal consultation of Draft LHS (November 2016 – January 2017);
 - Scottish Government Peer Review (January 2017);
 - Producing final LHS (February 2017).
- 4.6 The Draft LHS was reviewed by the Scottish Government and Angus Council as part of the `peer review` process previously agreed by CoSLA. The feedback received from this process has been taken into account in producing the final LHS.

5.0 PROPOSALS/CONSIDERATIONS

- 5.1 The LHS contains a number of actions under the six Strategic Housing Outcomes:
1. Access to housing
 2. Sustainable places
 3. Preventing homelessness
 4. Housing and health
 5. Affordable warmth and Climate change
 6. Improving housing quality

5.2 The key messages from stakeholders consultation helped inform the six LHS strategic housing outcomes and associated action plans.

- To promote a supply of good quality affordable housing solutions across all tenures
- To ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres
- To prevent homelessness where possible through provision of ongoing support to meet the needs of individuals
- To ensure that people are supported to live independently for as long as possible in their own homes and communities
- To tackle fuel poverty and contribute to meeting climate change target
- To improve stock condition across all sectors

5.3 The Inverclyde Local Housing Strategy and Action Plan are contained in Appendix 1.

5.4 Progress on the LHS will be reviewed on an annual basis. Relevant key actions and indicators will be reported as part of the wider corporate performance monitoring arrangements.

6.0 IMPLICATIONS

6.1 Strategic

The Inverclyde LHS 2017 – 2022 is the definitive strategic plan for all aspects of the Inverclyde housing system and related matters and will make a valuable contribution to several strategic aims and objectives as set out in the:

- Inverclyde Alliance Single Outcome Agreement;
- Community Plan; and
- Strategic Housing Investment Plan.

6.2 Financial

One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

There are no direct financial implications for Inverclyde Council arising out of the LHS at present. The action plans will be delivered through the associated Strategic Housing Investment Plan (the SHIP). This will involve financial expenditure and will be reported to Committee as the SHIP programme is rolled out in future financial years.

6.3 Legal

If the recommendations of this report are accepted by the Committee, the Council will be fulfilling its legal duty under the Housing (Scotland) Act 2001 to prepare an LHS and submit it to Scottish Ministers.

6.4 Equalities

Has an Equality Impact Assessment been carried out?

Yes See attached appendix

**Appendix
2**

No This report does not introduce a new policy, function or strategy or recommender a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

6.5 Human Resources

There are no additional Human Resources implications arising out of the LHS.

6.6 Repopulation

The LHS will assist with the repopulation of Inverclyde.

7.0 LIST OF BACKGROUND PAPERS

- Guidance on Local Housing Strategies (August 2014): Scottish Government/COSLA, Edinburgh
- Consultative Draft Local Housing Strategy 2017-2022, approved by Education and Communities Committee on 1 November 2016
- Evidence Papers for the Local Housing Strategy, 2017-2022
 - Affordable Warmth, Energy Efficiency and Climate Change
 - Gypsy/Travellers
 - Housing Needs in Inverclyde
 - Housing Supply Target
 - Preventing Homelessness in Inverclyde
 - Private Rented Sector
 - Private Sector House Condition
 - Specialist Provision and Independent Living
 - Sustainable Places
- Scheme of Assistance
- The Clydeplan Housing Need and Demand Assessment, 2015

**Min Ref:
01.11.16
Para 657**

Local Housing Strategy

2017-2022

February 2017

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Foreword

Welcome to the Inverclyde Local Housing Strategy (LHS) which covers the five year period from April 2017 to March 2022. The strategy has been co-produced in partnership with our key stakeholders including registered social landlords, services providers, statutory bodies as well as tenants, residents and elected members. Formal consultation took place between October 2016 and January 2017 and the final strategy was approved by Education and Communities Committee in March 2017.

The strategy sets out what Inverclyde Council, together with our partners, is planning to do to make Inverclyde a place where people have access to quality, affordable homes in sustainable communities over 2017-2022. This Local Housing Strategy provides the strategic framework to help us achieve that, setting out our vision, key objectives and outcomes.

The new LHS comes at a challenging time for the council and its partners as we face significant reduction in public sector resources, as well as the ongoing uncertainty from welfare reforms that affect the lives of many local people while reducing the funding available to pay for housing services. At the same time we need to meet the needs of an increasingly elderly population and an increase in the overall number of households as well as the continued need to address homelessness and fuel poverty.

Despite these challenges we believe the Local Housing Strategy can and will help deliver real improvements to people's lives by setting out how we will improve the quality and energy efficiency of the housing stock in our area; build much needed new affordable homes and deliver a range of support services to help people achieve their potential, and be safe, healthy and included.

We have achieved a significant amount over the past five years, delivering affordable housing to meet demand and supporting people to live in safe and welcoming communities.

We will therefore continue to build on our excellent track record of working in partnership to deliver positive housing outcomes for all households in Inverclyde and contribute to the regeneration of our communities.



Councillor Terry Loughran

Convener, Education and Communities Committee

Wilma Bain

Corporate Director Education & Communities

1. Introduction

Purpose and aims

The Housing (Scotland) Act 2001 places a statutory duty on local authorities to prepare a Local Housing Strategy supported by an assessment of housing need, demand and provision. Scottish Government Guidance was issued in August 2014 to assist authorities in preparation of their Local Housing Strategy.

The Local Housing Strategy sets out the vision for housing and housing related services over the next five years. It builds on the success of our previous strategies and supports the Scottish Government's vision of a housing system which provides affordable homes for all (Homes Fit for the 21st Century). It also seeks improvement in housing quality and recognises the role that the housing system has to play in enhancing economic growth and social mobility, as well as strengthening our communities.

In developing our Strategic Action Plan we have considered how we can work with our partners in contributing to the priorities set out within the Single Outcomes Agreement (SOA), Scottish Government National Outcomes and National Health and Wellbeing Outcomes. The Local Housing Strategy provides a strategic link to enable delivery of these outcomes locally for communities across Inverclyde.

Six overarching strategic outcomes have been identified in conjunction with our partners and stakeholders. These reflect the priorities set out in the Scottish Government LHS Guidance and will allow us to achieve our vision: `Working together to deliver quality, affordable homes and sustainable communities`

These are:

- To promote a supply of good quality affordable housing solutions across all tenures
- To ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres
- To prevent homelessness where possible through provision of ongoing support to meet the needs of individuals
- To ensure that people are supported to live independently for as long as possible in their own homes and communities
- To tackle fuel poverty and contribute to meeting climate change target
- To improve stock condition across all sectors.

Strategic Framework

The Local Housing Strategy sets out our approach to meeting statutory housing responsibilities as set out in legislation. These include fuel poverty, house condition and homelessness; as well as its strategic response to national outcomes, and national housing priorities (Appendix A).

Community Planning Partnership

The Local Housing Strategy is set within the wider Community Planning and Single Outcome Agreement for the council and its partners. The current Inverclyde Community Plan promotes the vision that `working together in partnership we will help to develop a confident, inclusive Inverclyde with safe, sustainable, healthy, caring communities and a thriving prosperous economy, where everyone is encouraged to achieve their potential and can make a positive contribution to the area.`

A partnership approach provides collaboration and joint working across Local Housing Strategy activities to assist in deliver a wealthier, fairer, smarter, healthier, safer, stronger and greener Scotland. The fifteen national outcomes are delivered through the Single Outcome Agreements (SOA) in place between the Scottish Government and Community Planning Partnerships.

The Inverclyde Alliance is responsible for community planning in our area. This means engaging with people and communities, listening to their views, experiences and needs, and planning our services to meet those needs. This includes incorporating the SOA national and local priorities within the LHS

Strategic Development Plan and Local Development Plan

Inverclyde forms part of Clydeplan Strategic Development Plan Area (SDPA) and our Planning and Housing representatives represent the council within the Strategic Housing Market Partnership responsible for determining housing need and demand across Clydeplan SDPA. The Housing Estimate Outputs from the SDPA inform Housing Supply Targets for the LHS and the council's Local Development Plan (LDP).

The Local Housing Strategy aligns with the Local Development Plan in assessing housing requirements and ensuring a generous supply of land for housing. The LDP sets out the spatial strategy that will facilitate investment and guide the future use of land in Inverclyde. With a focus on supporting sustainable economic growth, it sets out where future development should and should not occur, identifying opportunities for regeneration and enhancement and directing development to locations that are economically, socially and environmentally sustainable.

Glasgow and Clyde Valley City Deal

The City Deal brings together eight councils, including Inverclyde, in the Glasgow and Clyde Valley City Region, sharing £1.13 billion of public sector investment through an Infrastructure Fund. Investment will support continued growth of the city region by enhancing transport infrastructure, unlocking new sites for housing and employment and enhancing public transport over the next 10 to 15 years.

More than £14 million of the £1.13 billion package is earmarked for a planned expansion of the quayside and construction of a state-of-the-art visitor facility by Inverclyde Council and terminal owners Peel Ports. This proposed investment in the ocean terminal would significantly expand cargo and cruise berthing facilities, creating and supporting local jobs. Two other local developments are also being considered in Inverclyde as part of the city deal: a £9.4 million 'renewables hub' at Inchgreen dry-dock and £4 million of improvements to the A78 at Inverkip.

Strategic Housing Investment Plan (SHIP)

The SHIP identifies housing investment priorities that will contribute to meeting the Strategic Housing Outcomes set out within the LHS. The main purpose of the SHIP is to ensure resources available from the Scottish Government Affordable Housing Supply Programme are effectively targeted to deliver new and improved housing to meet local priorities.

Preparation and delivery of the SHIP requires close collaboration between a range of stakeholders including Registered Social Landlords (RSLs), Scottish Government, Private Developers and other services within the council, including Planning and Property Services. These partnership arrangements help facilitate delivery and implementation of the LHS and the SHIP.

Health and Social Care Integration

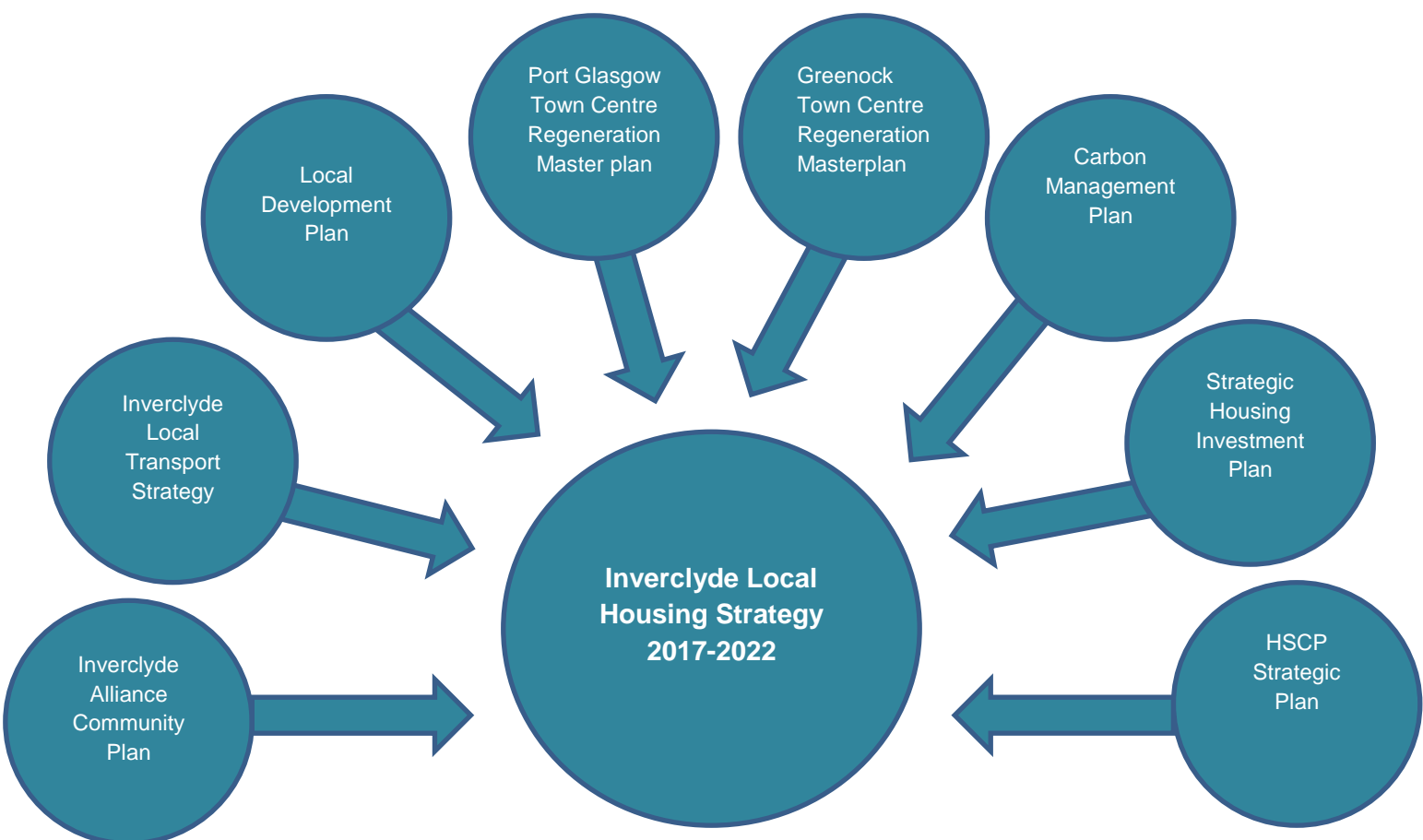
The LHS also has to consider the newly established Inverclyde Health and Social Care Partnership (HSCP) agenda, which formally bring together community health services and social work services. The Inverclyde HSCP 3 year Strategic Plan and Housing Contribution Statement (2016-2019) was finalised and approved by the HSCP Integration Joint Board on 15th March 2016. This sets the long term vision for health and social care in Inverclyde with high level strategic priorities.

The LHS will assist the integration process as it strengthens the links between housing, health and social care as well as improving the alignment of strategic planning and supporting the shift in emphasis to prevention. Housing and housing-related support have a key role to play in supporting a `shift in the balance of care` and reducing the use of institutional care settings. If housing and support needs are not met, it may be more difficult for people to remain in their own homes therefore the benefits of providing the right housing and support at the right time could be considerable.

Nurturing Inverclyde - Getting it Right for Every Child,Citizen and Community

We are committed to improving the outcomes for all Inverclyde's children, citizens and communities in particular those who are most vulnerable. The Inverclyde Health and Social Care Partnership and Local Authority have agreed that embedding the Getting it Right approach is critical to enabling us to achieve our vision for our children, citizens and communities.

Figure 1: Links between the Local Housing Strategy and other Inverclyde Strategies and Plans



2. Developing our strategy

Foundations and Building Blocks

The findings of the Housing Need and Demand Assessment are vital to identifying many of the issues within the Inverclyde housing system. The Housing Need and Demand Assessment considers the current housing supply, as well as the current and anticipated future need and demand for housing.

The Local Housing Strategy focuses on addressing the affordable housing shortfall through a series of policy interventions and a development programme for affordable housing. Demand for new market housing and the release of land to allow the development of such, is planned for within the proposed Local Development Plan.

The Local Housing Strategy 2012-2017 is the result of research and analysis which firstly informed the development of eight research based `Local Housing Strategy Evidence Papers`:

- Affordable Warmth, Energy Efficiency and Climate Change
- Gypsy Travellers
- Housing Needs
- Preventing Homelessness
- Private Rented Sector
- Private Sector House Condition
- Specialist Provision and Independent Living
- Sustainable Places

The evidence papers were used to generate discussion with a wide range of stakeholders in order to identify local priorities. Individually the papers address different areas of the local housing system, while together they address all local housing challenges and issues. The evidence papers together with the consultation process identified six strategic `overarching` outcomes.

The strategic direction identified from the eight topic papers was consolidated in a draft Local Housing Strategy document which was subject to extensive consultation. Therefore we are confident that the final strategy takes recognition of local issues and seeks to address these.

Furthermore, the final Local Housing Strategy was submitted to Your Voice who reviewed the document.

Consultation

The Housing (Scotland) Act 2001 requires local authorities to consult on their proposed LHS. Furthermore statutory equality duties require public bodies to involve, consult and engage with as wide a range of local residents as possible.

The consultation process to develop the LHS has involved a wide range of partners and stakeholders with a variety of opportunities to be involved in the development of priorities (Appendix B). The issues and priorities identified through the consultation process have provided further context to statistical and research evidence.

A range of media has been used to ensure that the council has engaged with as many local communities, interest groups and individuals as possible to reflect a variety of views.

Below is a list of consultation events and engagement opportunities that have taken place to help inform the development of this LHS:

- **Citizens Panel Survey, Spring 2016**
- **Your Voice LHS Consultation, Spring 2016**
- **Initial Stakeholder Survey, May 2016**
- **RSL Liaison Group, May 2016**
- **Private Rented Landlord Survey, June 2016**
- **Stakeholder Group, July 2016**
- **Homelessness Conversation Café, July 2016**
- **4 Thematic Events, June – August 2016**
 - **Homelessness, addictions and mental health**
 - **Health and Housing**
 - **Private Sector, Empty Homes and Town Centre**
 - **Private Sector Condition**
- **Your Voice LHS Consultation, Summer 2016**
- **Private Rented Sector Landlord Workshop, August 2016**
- **Local ‘Pop Up’ Events across Inverclyde, Autumn/Winter 2016**
- **iZone Youth Consultation, September 2016**
- **Young Mums Group, September 2016**

Formal consultation on the Consultative Draft Local Housing Strategy 2017-2022

- **RSL Liaison Group, October 2016**
- **Elected Members Briefing, October 2016**
- **River Clyde Homes Business Board Briefing, November 2016**
- **Your Voice Draft LHS Consultation, Winter 2016**
- **Digital Inclusion Group, November 2016**
- **Health and Homelessness Forum, November 2016**
- **Inverclyde Alliance Briefing, December 2016**
- **Extended Corporate Management Team Briefing, January 2017**
- **Online Survey returns**

The key messages from public consultation and stakeholders are:

- **Preventing homelessness through improving housing information and advice services**
- **Improving access to housing through building more affordable family homes, providing more home ownership options and bringing empty homes back in to use**
- **Helping older people stay in their homes for longer through providing more housing options advice and helping older home owners to carry out repairs and improvements**
- **Ensure that people can afford to heat their homes by improving housing quality across all tenures in Inverclyde**
- **Make sure people feel safe at home and in their communities by tackling anti-social behaviour and low demand housing**
- **Provide more housing options across tenure for older and disabled people and build more wheelchair homes**
- **Make homes and communities more accessible for people with disabilities**
- **Improve quality and management standards in the private rented sector**

The Consultative Draft LHS was presented to the Committee, the Inverclyde Alliance and the Extended Corporate Management Team during the formal consultation period. Partners and Stakeholders who were engaged in the development process also had an opportunity to feedback their views. In addition, Scottish Government Peer Review feedback was considered when finalising the LHS.

Scottish Government Peer Review feedback indicated that consultation was an area of strength. It noted that the evidence base and consultation process was thorough and wide ranging covering a range of topics and identifying some key issues.

The LHS aims to support the delivery of an effective housing system through implementing the six Priorities and associated action plans. The outcomes and priorities have been developed as a result of carrying forward priorities from our previous LHS, Scottish Government Local Housing Strategy Guidance, August 2014 and the extensive consultation process undertaken with our partners and stakeholders to develop the LHS.

Equality Impact Assessment

The Council's Nurturing Inverclyde approach aims to get it right for every child, citizen and community, and this includes how we ensure that people with protected characteristics are safe, healthy, achieving, nurtured, active, and responsible and included.

We are committed to ensuring that everyone receives a high quality service and will strive to encourage equal opportunities and diversity. Through the Equalities Act 2010 we have a duty to advance equality of opportunity and ensure that our services do not discriminate on the basis of age, disability, gender/gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Everyone has a protected characteristic and as such the new act helps ensure that everyone has fair access and inclusion through:

- Elimination of unlawful discrimination
- Advancement of equality of opportunity between people who share a protected characteristic and those who do not; and
- Fostering good relationships between people from different groups

The Local Housing Strategy has been developed with a wide range of partners and stakeholders including young people, people with disabilities, older people and carers and promotes equalities within the wider corporate context. Furthermore the strategy aims to improve access to housing and housing related services for those at risk of social exclusion and disempowerment.

An Equality Impact Assessment was undertaken and highlighted that the LHS was likely to impact on a range of people who shared protected characteristics. It is clear that those who were experiencing homelessness and those in need of an affordable housing solution will benefit from this strategy given the range of measures to enable vulnerable households to access an affordable housing solution.

The impact of the LHS is far reaching and affects everyone who lives in Inverclyde considering everyone shares one or more protected characteristic. It is the vehicle for meeting the broad range of housing and housing related support needs of Inverclyde's population and will have a positive impact on all groups.

Strategic Environmental Assessment

A Pre-screening report was submitted to SEA Gateway under Section 9(3) of the Environmental Assessment (Scotland) Act 2005, indicating that there is no likelihood of significant environmental effects through the Local Housing Strategy 2017-2022.

3. Profile of Inverclyde

Introduction

Inverclyde has an unrivalled position only 25 miles from the centre of Glasgow on the south bank of the River Clyde. It combines a wealth of cultural heritage in its built environment, having developed rapidly with the growth of shipbuilding and marine engineering through the 19th and 20th centuries. Yet Inverclyde has not stopped changing with new employment in finance, banking, electronics and an emerging renewables sector. It has many strengths as a place to live despite having 14 of the 5% most deprived datazones in Scotland.

Inverclyde shares boundaries with North Ayrshire and Renfrewshire council areas, and is otherwise surrounded by the Firth of Clyde. The area covers an area of 60 square miles. The LHS focuses on our seven Local Housing Market Area and our three distinct Housing Sub-market Areas:



Housing Sub Market Area	Local Housing Market Area
Inverclyde East	Port Glasgow Greenock Central East Greenock South West
Inverclyde West	West Greenock Gourock Inverkip & Wemyss Bay
Kilmacolm & Quarriers Village	Kilmacolm & Quarriers Village

Source: Inverclyde Local Development Plan, 2011

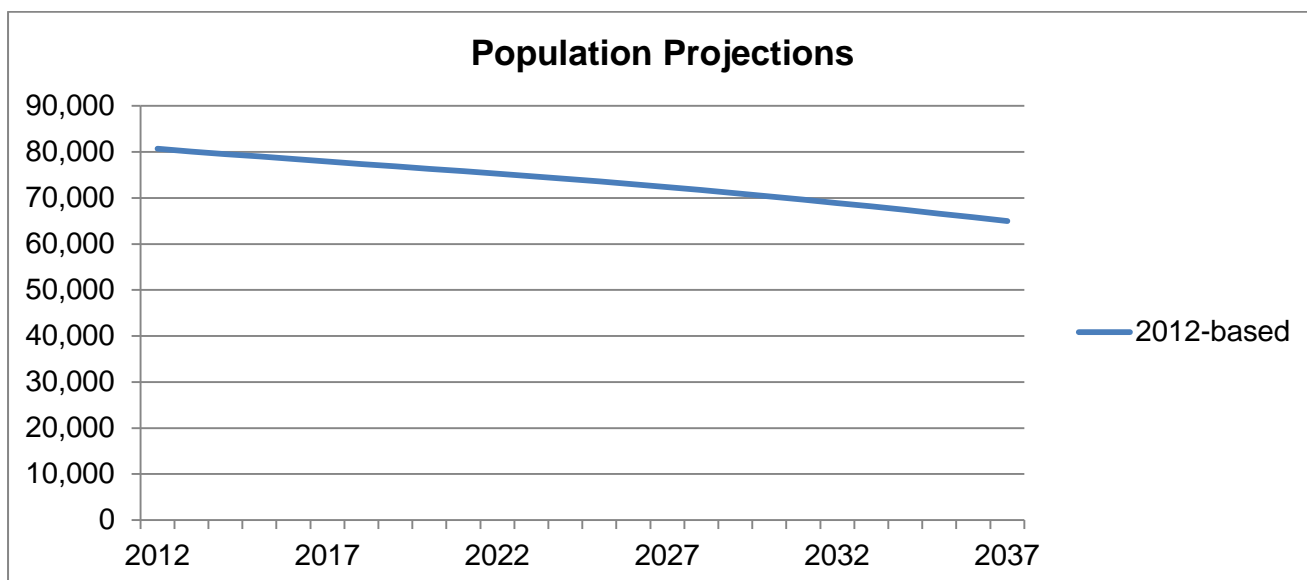
The Housing Sub Market Areas are consistent with those used in the Clydeplan Housing Need and Demand Assessment and within the current Local Plan and proposed Local Development Plan.

Housing Market Analysis undertaken within the Clydeplan area has highlighted a strong influence from surrounding authorities, with significant household movement into the surrounding Glasgow and Clyde Valley area.

An overview of the key housing issues and trends that inform the housing market are included within the LHS. The housing system is affected by a broad range of social, economic and political influences, some of which are included within the LHS.

Demographic and social trends

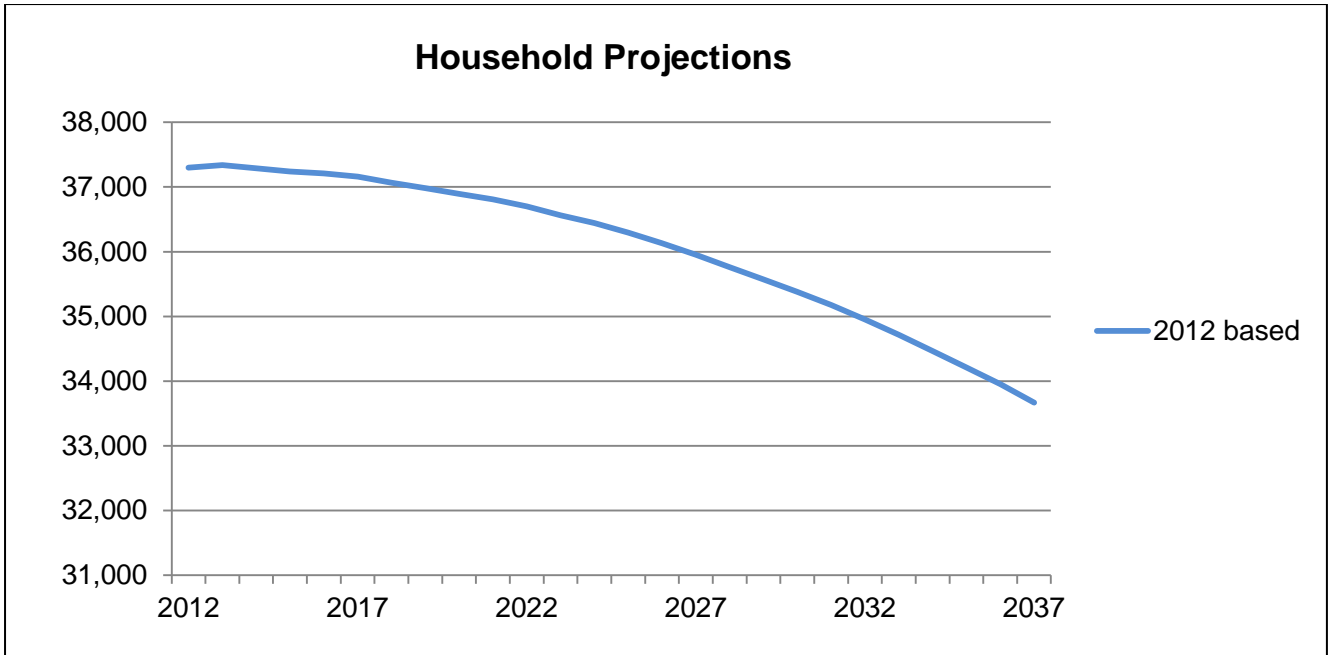
There has been a steady decline in the population of Inverclyde, from 101,182 in 1981 to 79,860 in 2014, a loss of over 21,322 people. Population projections indicate a continued decrease in the population over the 20 year period to 2036. The population of Inverclyde is projected to decrease by 13,447 from 78,461 in 2016 to 65,014 in 2036 (627 per year).



Source: National Records for Scotland 2012 Mid-Year Estimates

Inverclyde is not the only region which is likely to experience a population decrease in the next 25 years however the area is projected to see the largest population decline across Scotland¹. In the past the decline in population numbers was attributed mainly to out-migration from the area. Although out-migration appears to be slowing down the population of Inverclyde has continued to decline as a result of negative natural change.

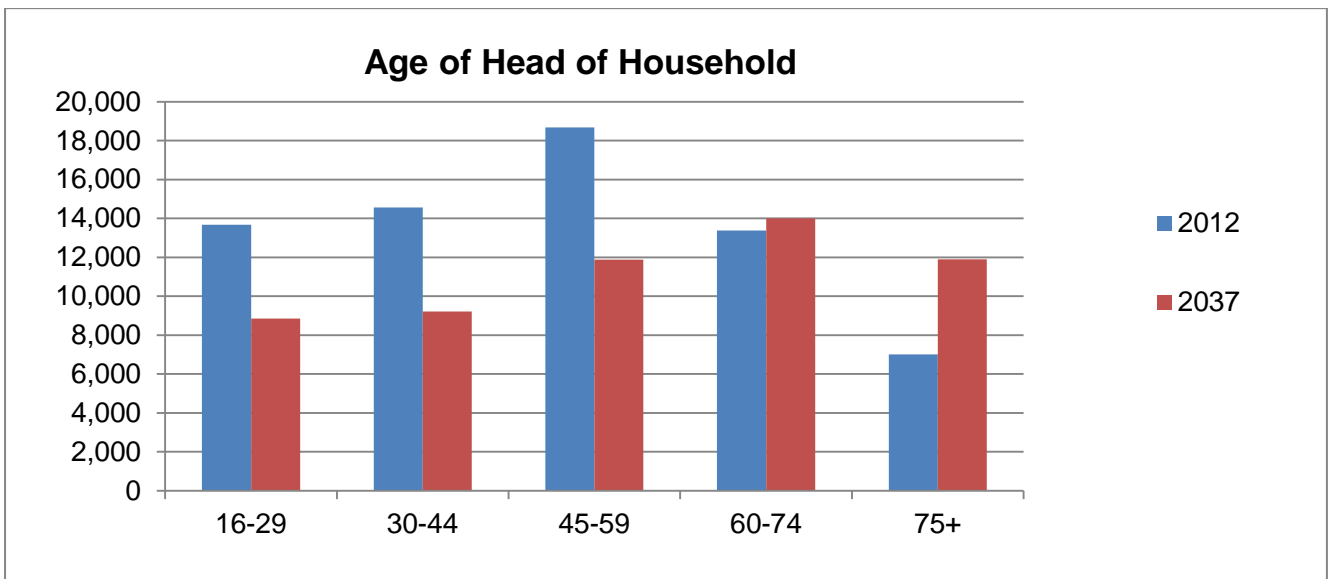
¹ Negative population projections of LAs: Inverclyde (-17%), Argyll & Bute (-13%), Eilean Siar (-11%), North Ayrshire (-9%), West Dunbartonshire (-8%), East Dunbartonshire (-7%), Dumfries & Galloway (-6%), South Ayrshire (-2%), Clackmannanshire (-2%), Moray (-2%), Angus (-1%), East Ayrshire (-1%).



Source: National Records for Scotland 2012 Mid-Year Estimates

Inverclyde had the smallest household growth across the whole of Scotland in the last decade. The number of households in Inverclyde is projected to decline at a rate of 145 per year over from 37,299 in 2012 to 33,666 in 2037. Over this time, the average household size will reduce by 12% from 2.13 to 1.89 in 2037.

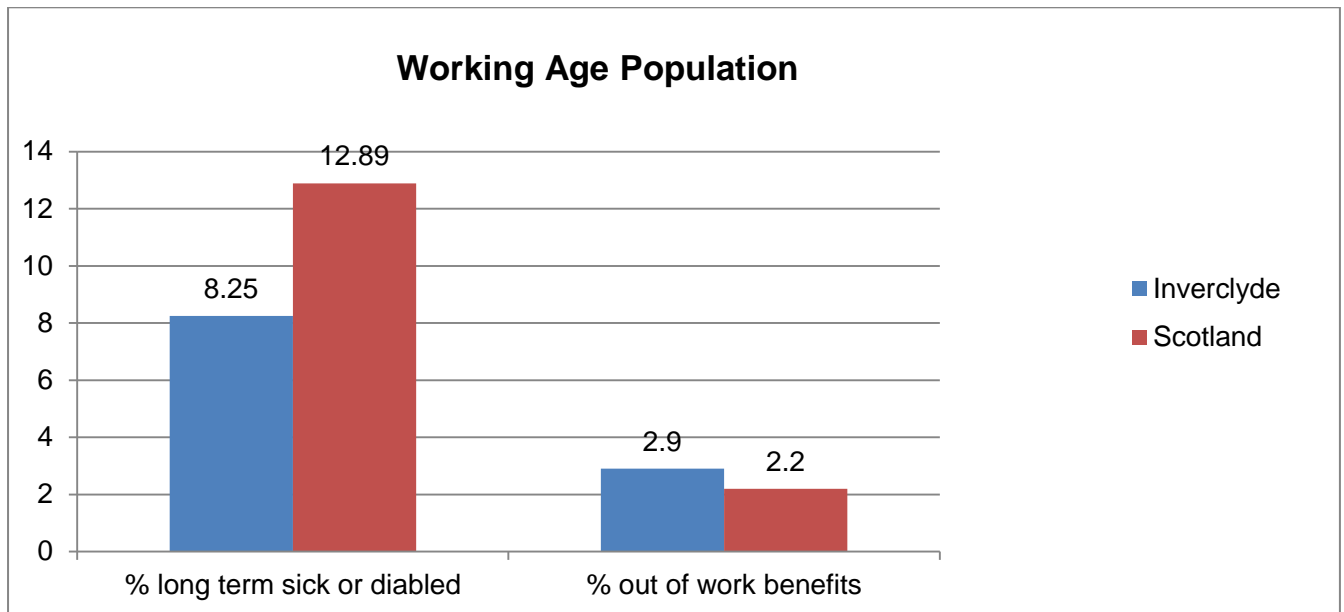
With the exception of single adult households, which are projected to increase by 11% over the next 25 years, all other types of household will decline over the same time. Households with two or more adults and one or more children will experience the most substantial shift. In line with the projections for Scotland as a whole, the most significant increase is for households headed by someone aged 60. Those headed by a person 75 and over are forecast to rise by 3,287 (65%) by 2037.



Source: National Records for Scotland

The ageing population will be a challenge going forward and reinforces the scale of future need for housing and housing related services for an increasing older population.

Some 63.9% of the population in Inverclyde are of working age (16-64) which is a similar proportion to Scotland overall (64.9%). However, within Inverclyde significant numbers of the working age population are unemployed or have a long term illness or disability. The proportion of resident working age population claiming out of work benefits is higher than for Scotland overall.



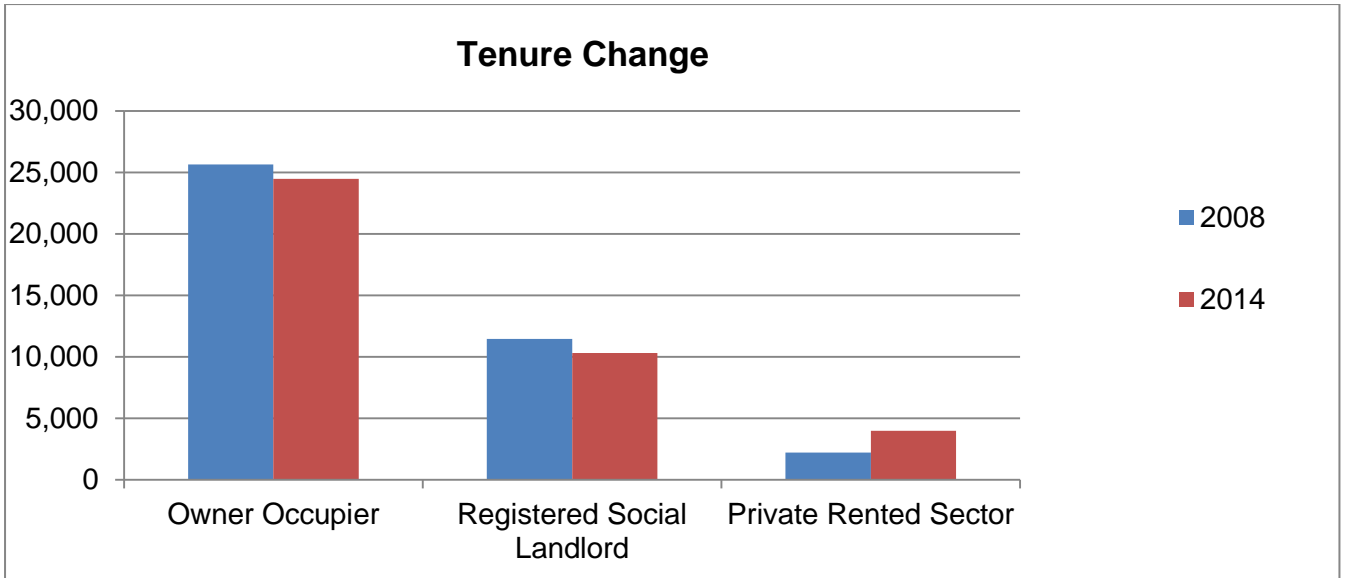
Source: Office for National Statistics: Labour Market Profile Inverclyde, 2015 and Census 2011

According to the 2011 Census data 23.7% of Inverclyde’s population experience a limiting long term illness in comparison to 19.7% of Scotland population overall. When limiting long term illness is considered with economic activity² some 8.25% of the total population of Inverclyde reported to be either long term sick or disabled, accounting for 72.82% of all economically inactive.

Housing Market Analysis

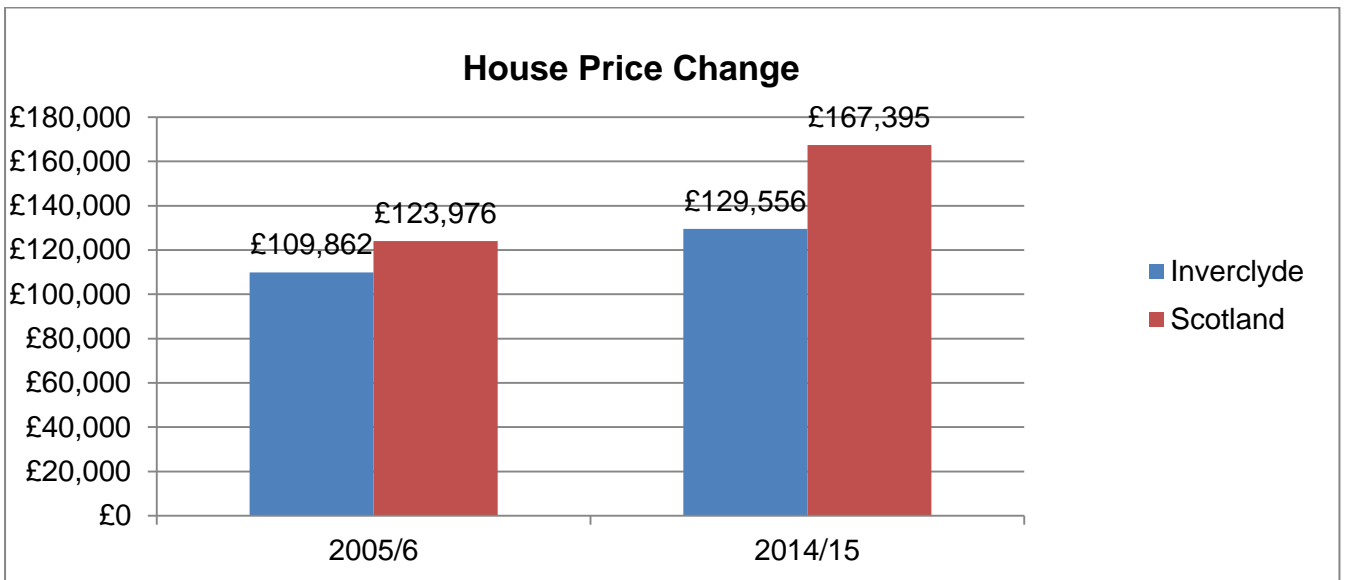
Owner occupation is the largest sector in Inverclyde (63%), down substantially since HNSA1 both in absolute and relative terms (a decline of around 1,084 dwellings). The social rented sector accounts for 27% of the stock. There has been a significant rise in the private rented sector in recent years which now represents around 10% of all dwellings. This reflects national and indeed UK trends, given the favourable climate for investment in the sector, current market conditions and demand.

² All people aged 16 and over



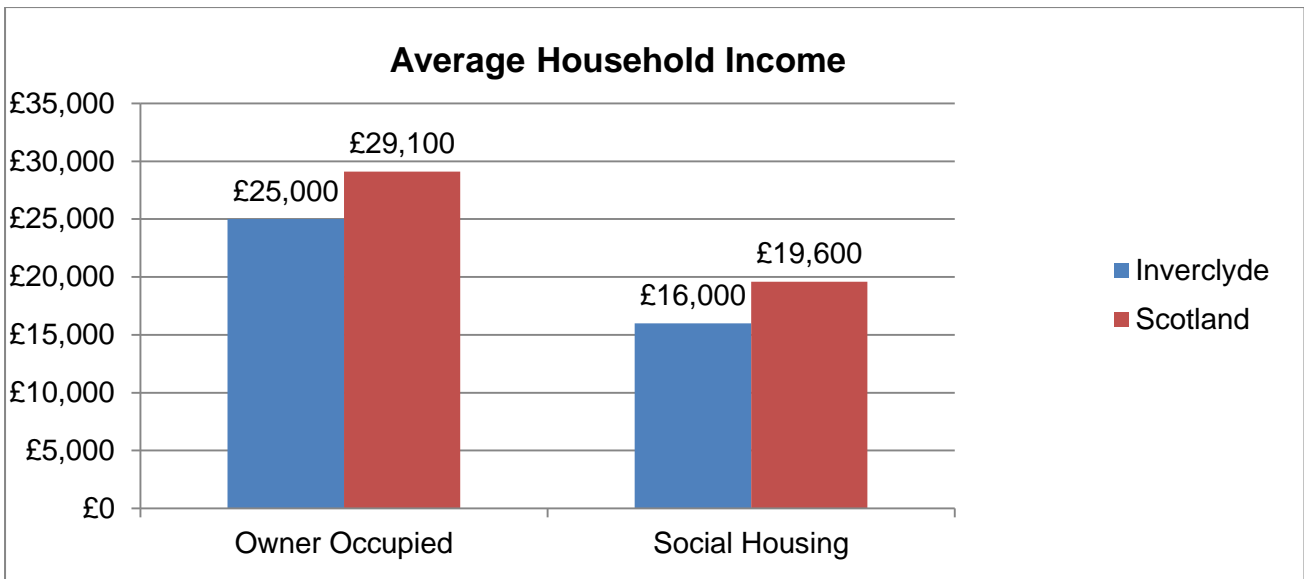
Source: HNDA1 and Assessors Stock Data, 2014

The average house price in Inverclyde is £129,556, which is lower than the Scottish average, indicating owner occupation is a more affordable option within Inverclyde than in other areas of Scotland.



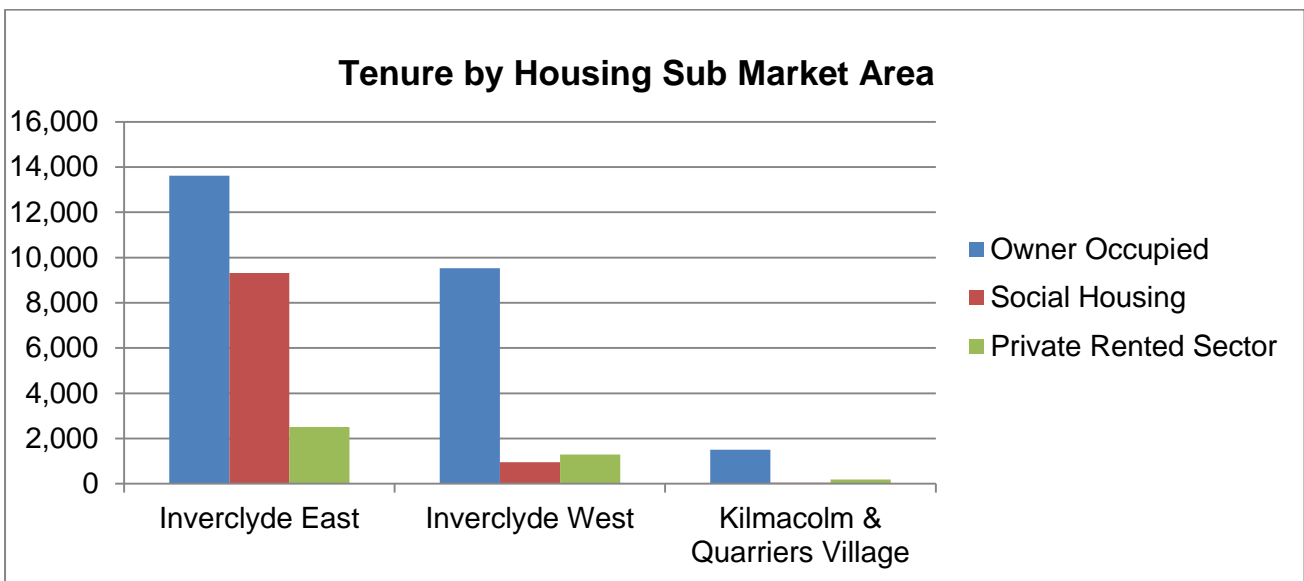
Source: Registers of Scotland 10 year Property Market Report 2005-2015

However lower house prices does not translate into greater purchasing power for Inverclyde residents. Inverclyde has a lower average income than Scotland as a whole, which indicates there are affordability issues; particularly since 14 of the 5% most deprived datazones in Scotland are located within Inverclyde.



Source: Scottish House Condition Survey, 2011-2014, Scottish Government

Owner occupation is more prominent in the Inverclyde West (81%) Kilmacolm & Quarriers Village (86%) housing sub-market areas (HSMA) with the income profile of households being above the Inverclyde average. Furthermore, these HSMA's have the smallest proportion of local authority stock and therefore the highest pressure on social housing.



Source: Assessors Stock Data, 2014

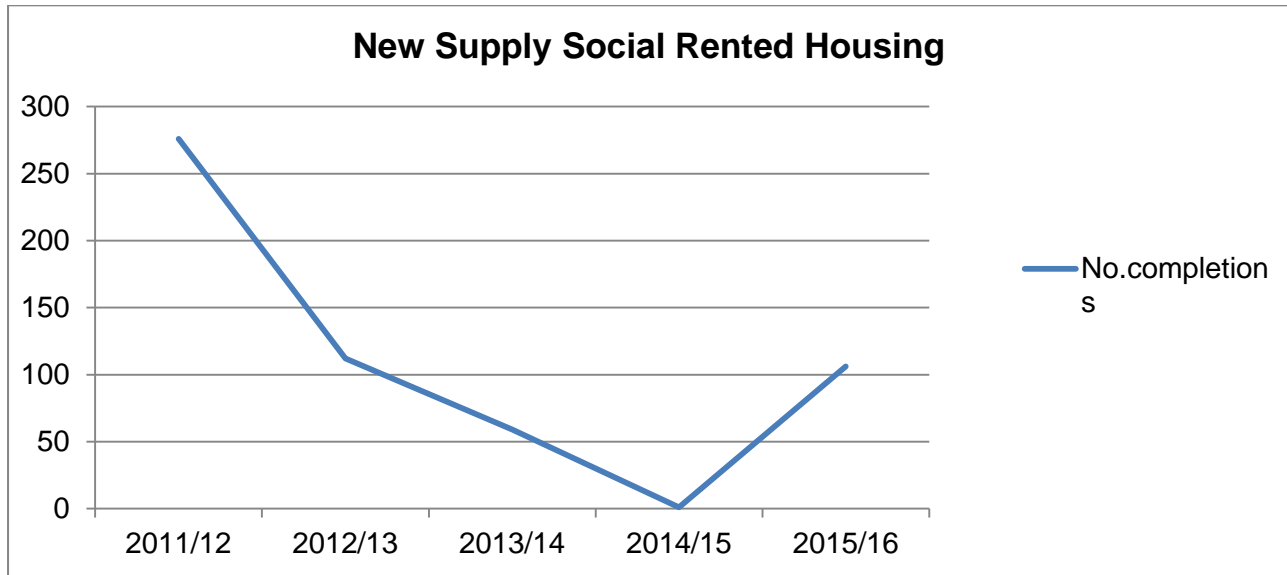
Following stock transfer in 2007, Inverclyde Council no longer has housing to rent. Ownership and management of the former council housing stock was transferred to River Clyde Homes and Cloch Housing Association at that time. At present, households seeking access to social housing can choose to register through River Clyde Homes' choice based lettings system and the Inverclyde Common Housing Register (ICHR).

Housing Needs Assessment

As at February 2016, there was 4,674 households registered with River Clyde Homes as seeking a new home across Inverclyde. Of these, 3,885 (83.1%) were new applicants and 789 (16.9%) were transfer applicants. In 2014/15, River Clyde Homes allocated 462 properties representing a

turnover of around 10%. As River Clyde Homes operate a choice based lettings system it is not possible to analyse demand at the HSMA level without more detailed analysis.

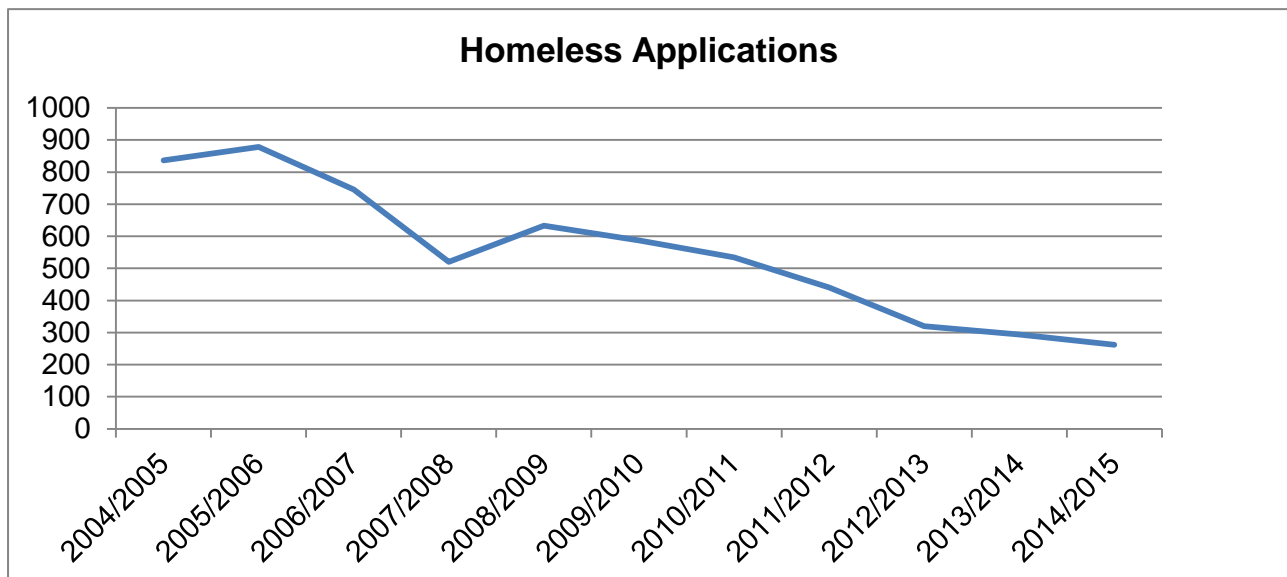
There have been 578 new build completions over the lifetime of the Local Housing Strategy 2011-2016 therefore meeting the target of 500 new build affordable homes.



Source: Inverclyde Housing Need and Demand Assessment, 2016

Homelessness

There were 265 homeless applications in 2014/15 which is reduction of 50.4% from 534 in 2010/11. As a proportion of all households in Inverclyde the number of homeless applications is 0.7%, lower than the national average (1.5%).



Source: Scottish Government, HL1 Annual Report for Inverclyde, 2014/15

There has been a significant decrease in the number of homeless applications however the proportion of applicants found to be homeless or threatened with homelessness has increased. Across Scotland, 5% of applicants were assessed as intentionally homeless. In Inverclyde, there

was an increase in the number of applicants assessed as intentionally homeless from 2012/13 after the abolition of priority need.

Inverclyde received 18 homeless applications from households who have previously presented as homeless within the last 12 months. Anecdotal evidence indicates that this may be as a result of more chaotic households, who are often involved with several HSCP services not managing to achieve a sustainable solution.

Repeat presentations who re-apply within 12 months

Year	2010/11	2011/12	2012/13	2013/14	2014/15
Applications assessed as homeless	385	324	262	241	207
All repeats	36	30	24	16	18
% of cases re-presenting	9.4	9.3	9.2	6.6	8.7

Source: Homelessness Annual Reference Tables 2014- 15

In recent years between 45% and 53% of all homeless applications have resulted in the households being provided with a Scottish Secure Tenancy and this has been an increasing figure year on year. Additionally, proactive work being undertaken by front line staff to mitigate the impacts of welfare reform is helping to reduce the homeless waiting list.

Independent Living and Specialist Provision

Approximately 12% of social housing stock in Inverclyde is classed as specialised, more than half of which is sheltered and medium dependency. The profile of older persons housing has changed in recent years, with a shift away from care homes and sheltered housing towards more supported forms of accommodation that can better support the needs and aspirations of an ageing population.

Specialist provision as a % of population

Specialist provision	No.	As a % of 60+ population (20,733)	As a % of projected 60+ population 2037 (26,067)
Sheltered/very Sheltered	527	2.54	2.02
Medium dependency	19	0.09	0.07
Wheelchair housing	95	0.45	0.36
Ambulant disabled	332	1.60	1.27

Source: National Records for Scotland: Population Projections, 2014

As at February 2016, there was 4,674 households registered as seeking a new home across Inverclyde, of these 588 (12.6%) have health points awarded. The proportion of applicants with

health needs on the housing register is lower than the population profile of people with health needs (23.7%)³ and higher than the estimate of households with a requirement for an adaptation (5%)⁴.

Further analysis of the housing register highlights the following:

- Some 38% of the demand for Inverclyde was from the 35-59 age band and more than one quarter (29.4%) from those aged 60+.
- There are 598 applicants on the housing register who wish to be considered for Sheltered and/or Frail and Mobility Impaired housing (FMI).
- 72 applicants on the register indicated that they were wheelchair dependent: 46.6% for external use, 1.4% for internal use and 52.1% for both external and internal use.
- 154 applicants on the register indicated that they were receiving support from a recognised agency for a serious health issue.

Private Rented Sector

Across Inverclyde as a whole, some 3,985 households (10%) live in the private rented sector, compared to 12.4% of households living in the private rented sector across Scotland. However, the size of the private rented sector varies considerably across Inverclyde. The private rented sector accounts for around 40.4% of all dwellings in Greenock Central East, but just 20.2% of dwellings in Greenock South West.

Private rented sector in Inverclyde (%)

Settlement	2005		2015		% change
	No.	%	No.	%	
Gourock	373	18.1	602	15.1	+61.4
Greenock Centre East	830	40.3	1,608	40.4	+93.7
Greenock West	237	11.5	803	20.2	+238.8
Inverkip & Wemyss Bay	86	4.2	206	5.2	+139.5
Kilmacolm & Quarriers Village	138	6.7	184	4.6	+33.3
Port Glasgow	396	19.2	582	14.6	+46.9
Grand Total	2,060	100.0	3,985	100.0	+93.4

Source: Private Rented Sector study, 2005 and Assessors Stock data, 2015

Research undertaken by the council in 2005 found that the PRS at that time accounted for 5% of all households⁵. The private rented sector has increased 93.4% since this time, with the most significant increase being within Greenock West (238.8%), Inverkip & Wemyss Bay (139.5%) and Greenock Centre (93.7%).

As is the case across Inverclyde, and Scotland as a whole, flats are the most common property type within the private rented sector; accounting for 76.6% of all dwellings. More than half of all private rented sector dwellings across Inverclyde have three or four rooms (70%).

³ Census, 2011

⁴ Scottish House Condition Survey, 2013

⁵ Private Rented Study, 2005

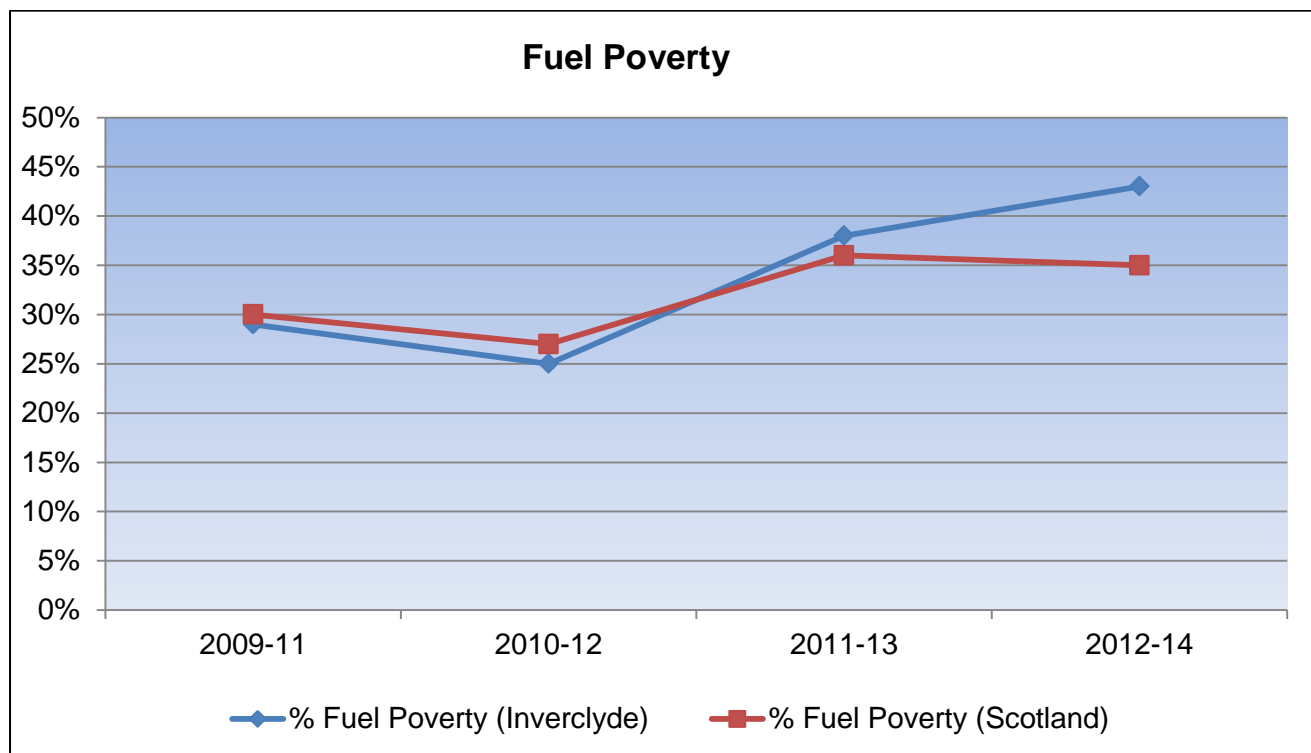
The private rented sector has historically had higher levels of disrepair and poorer National Home Energy Ratings (NHER) than owner-occupied or housing association homes. There are many reasons for this, including the age profile of the private rented housing stock and historic under-investment in properties by some landlords⁶.

The condition of PRS properties in Inverclyde are very varied, ranging from particularly problematic areas of Port Glasgow to high value new build developments. Increasingly problems of poorly maintained and managed housing are within areas that have high density private rented sector properties.

Sustainable Housing

Fuel Poverty

The three main factors that influence the level of fuel poverty are income, fuel costs and the energy efficiency of homes. Despite significant investment in social housing there were still 43% of households in Inverclyde living in fuel poverty⁷.



Source: Scottish House Condition Survey 2009-11, 2010-12, 2011-13, and 2012-14, Scottish Government

House Condition

Private Sector

Across Inverclyde as a whole, some 28,458 households live in the private sector: owner occupiers account for 24,473 (86%) and private rented tenants 3,985 (14%) of private sector households. Around 57% of private sector households live in houses (detached/semi/terraced); a further 49% four in a block or tenement flats and a small proportion (1%) maisonettes.

⁶A Place to Stay, A Place to call Home: A strategy for the Private Rented Sector in Scotland, 2013

⁷ Scottish House Condition Survey, 2012-2014, Scottish Government

Since 1996 there has been a loss of 3,557 social housing dwellings through right to buy, equivalent to 35% of the current stock. Many owners, who bought under the Right-to-Buy are now finding it difficult to pay for the necessary repairs to their homes and the high level of mixed tenure blocks of flats has significant implications for the ability of RSLs to progress planned common works programmes.

The private rented sector appears to have grown in Inverclyde, now representing 10% of all dwellings. However, the size of the private rented sector varies considerably across Inverclyde. The private rented sector accounts for around 40.4% of all dwellings in Greenock Central East, but just 20.2% of dwellings in Greenock South West.

As is the case across Inverclyde, and Scotland as a whole, flats are the most common property type within the private rented sector; accounting for 76.6% of all dwellings. More than half of all private rented sector dwellings have three or four rooms (70%).

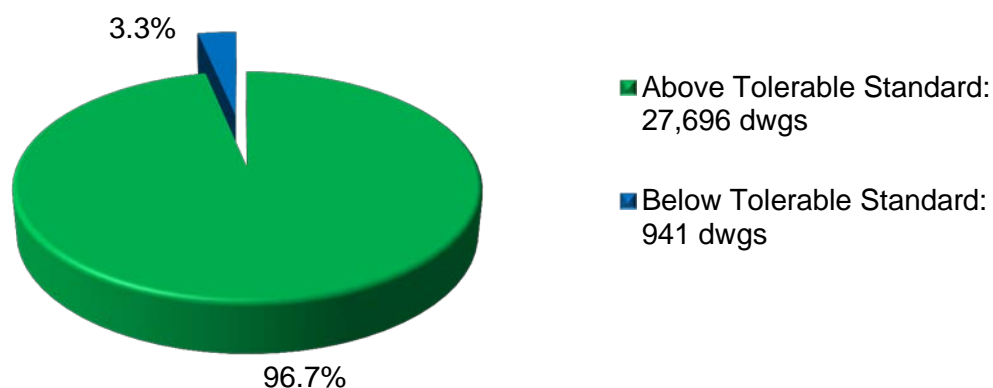
The majority of the enquiries dealt with by the Public Health and Housing team are related to issues in common blocks where owners are requesting assistance to deal with disrepair to the main common building elements of the block such as roofs, roughcast and damp works. In many cases this disrepair has resulted in serious disrepair occurring to at least one, if not more than one property.

Below Tolerable Standard (BTS)

The tolerable standard is a very basic level of repair that your home must meet if it is to be fit for you to live in. It is a “condemnatory” standard therefore a house that falls below it is not acceptable as living accommodation. Local authorities have a statutory duty and specific powers to deal with houses that fall below the tolerable standard.

The Private Sector House Condition Survey (2011), estimate that 941 dwellings fail the requirements of the tolerable standard, and are therefore deemed to be Below Tolerable Standard (BTS).

Incidence of Below Tolerable Standard (BTS) Housing



There is significant work ongoing within Inverclyde to tackle poor house conditions in the private sector. We continue to try to engage with owners to undertake necessary repairs and maintenance however innovative regeneration approaches will be required to address the ongoing issues.

The council is not currently involved in pro-actively identifying properties that fail the tolerable standard and this is by its very nature extremely difficult. At present BTS dwellings are primarily identified following contact from the owner, tenant or neighbour.

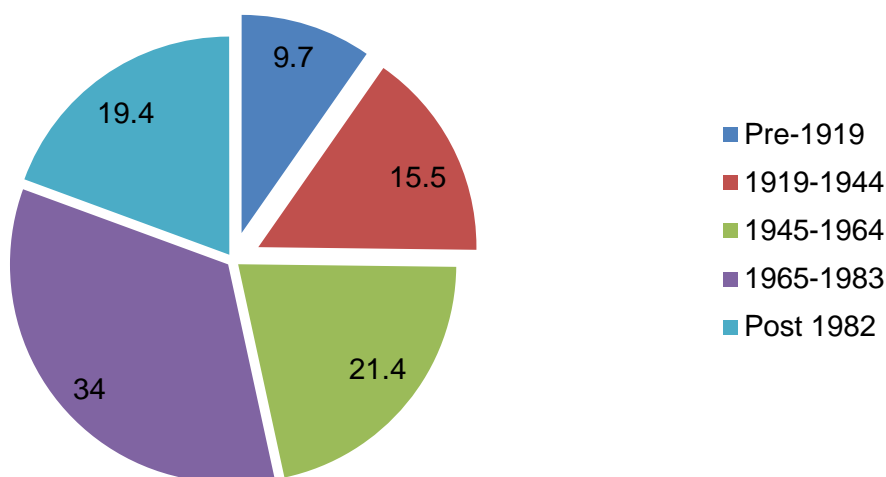
Where an assessment of a property confirms it as being below Tolerable Standard the Public Health and Housing Team will provide practical support, advice and assistance to encourage the owner to carry out works and bring the property up to standard.

Social Rented Sector

The social rented sector accounts for 27% of the stock, following the marked decline of the 80s, 90s and early 00s. Large-scale demolition programmes are largely complete and affordable housing development programmes continue to restructure and add to the stock. The Inverclyde East housing sub-market area (HSMA) has the largest number of dwellings at 9,312 (90%) followed by Inverclyde West 956 (9%) and Kilmacolm & Quarriers Village 52 (1%).

The older the property, the worse efficiency is likely to be. Broadly, older homes have inferior insulation and if they have solid walls they are more difficult to bring up to modern standards of insulation. The majority of social rented stock is post war housing (74.8%) constructed between 1945 and 1983.

Age of social housing stock



Source: APSR, Scottish Housing Regulator, 2011

The social rented stock is diverse in terms of property type with 63.9% being flats and 34.2% being houses. The majority of these flats are tenements (72.2%) which are `hard to treat` and are not suitable for some standard energy efficiency measures⁸.

⁸ This means that they cannot be insulated using the same methods and products as a standard cavity wall

Outcome 1: Access to housing

To promote a supply of good quality affordable housing solutions across all tenures

Progress made during the LHS 2011-2016:

- 578 affordable housing completions: an average of 110 per year compared to target of 100 per year
 - 546 units for social rent
 - 32 shared equity
- 530 new private sector completions compared to a target of 515
- 91% of new RSL tenancies last more than one year
- Housing market recovering: 1,166 sales in 2015/16 compared to 866 in 2011/12
- 7 self-build plots made available in Kilmacolm
- Long-term residents of Clune Park estate now relocated to new build at Lower Mary Street
- Affordable Housing Policy adopted by Council, requiring private developments on key sites to include either 25% affordable housing or funding towards supply elsewhere.

LHS Context

This outcome sets out our approach to addressing housing need and demand across Inverclyde to help facilitate growth in the resident population. The LHS considers the current and future housing needs and sets out the strategic vision for the future of housing across all tenures. Housebuilding activity also helps support economic growth, with benefits for the local economy by supporting construction, creating jobs and training opportunities.

The Housing Needs evidence paper outlines the strategic direction for housing investment within Inverclyde which is supported by our proposed Local Development Plan and the Strategic Housing Investment Plan. Providing the right types of housing in the right places, to meet local need is fundamental to the LHS. This is achieved through challenging but realistic Housing Supply Targets (HSTs) for Inverclyde, informed by Clydeplan Housing Need and Demand Assessment (HNDA) 2015.

HNDAs provide the strategic evidence base required to inform Housing Supply Targets (HSTs) within Strategic Development Plans, Local Development Plans and Local Housing Strategies. It is the role of Housing Market Partnerships (HMPs) to work together to produce housing estimates that can be used to inform HSTs. HMPs are encouraged to use Scottish Government's Centre for Housing Market Analysis (CHMA) HNDA Guidance and HNDA Tool to estimate the future number of additional homes required to meet existing and future housing need.

Evidence

Housing Need and Demand Assessment

The Clydeplan Housing Need and Demand Assessment, 2015 received 'Robust and Credible' status from the Scottish Government Centre for Housing Market Analysis in 2015. It covers Inverclyde and provides the main strategic evidence on housing need and demand over the next five years and beyond. It has informed development of the proposed Local Development Plan.

The HNDA estimates of the number of additional homes needed within Inverclyde by tenure over the lifetime of the LHS. This information, combined with housing market trends analysis and local pressure analysis has provided a clear understanding of housing need across the authority.

The Scottish Government refreshed the HNDA Guidance in June 2014 and as a result the methodology for assessing housing needs. Therefore, households are only assessed as being in need if they generate a requirement for a net additional dwelling. HNDA2 indicates that there is a net housing need of c.120 for Social Rented Sector/Below Market Rent and Private Sector housing.

Net Housing Need for Social Rented Sector/Below Market Rent and Private Sector, 2012-2029

	Annual	2012-2029
	Homeless Existing Need	7
Concealed and overcrowded	0	0
Total Backlog	7	120

Source: Clydeplan, 2015

It should be recognised that the housing need and demand methodology for the HNDA uses an excel-based tool to generate estimates of need and demand. Therefore, this has limitations in that it does not fully quantify the impacts of poor quality and lower demand housing and the subsequent need for replacement of existing housing stock. Therefore other evidence was considered to provide a more nuanced and realistic estimate of future new build requirements.

Housing Supply Targets

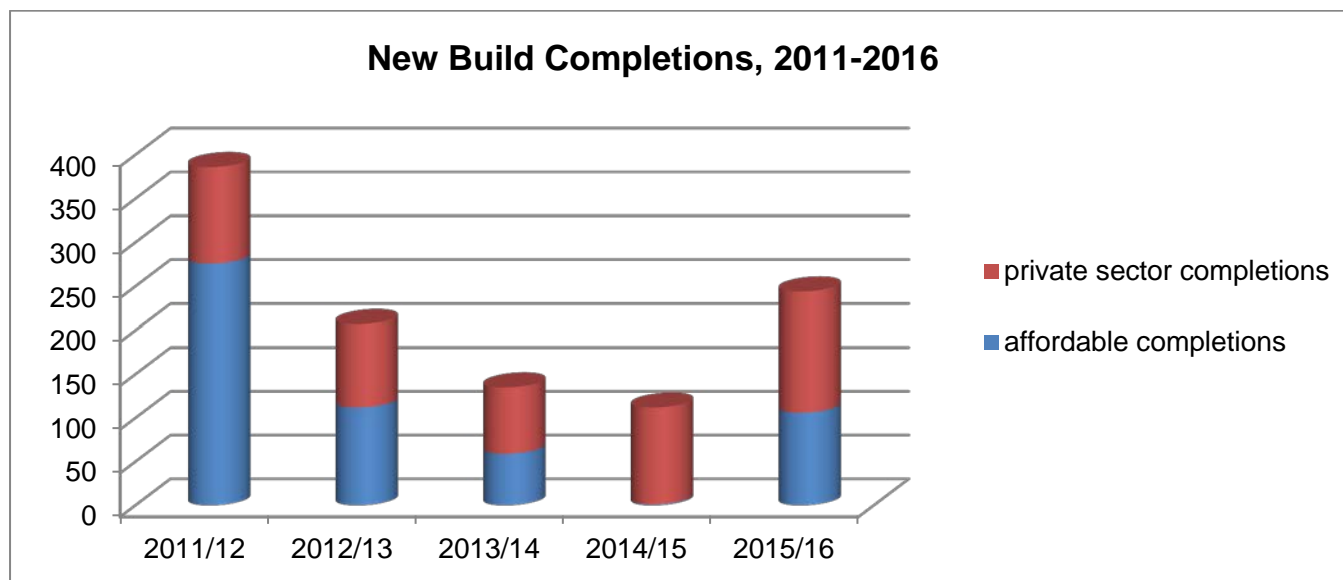
Housing Supply Targets are our view of the numbers of new homes that need to be delivered in Inverclyde to meet our strategic objectives and ensure that current and future needs are met appropriately. They also need to be realistic and deliverable within the current economic and fiscal context.

The HSTs are derived from the HNDA and take account of the factors Scottish Government Guidance requires Housing Management Partnerships to consider, including:

- Environmental factors
- Social factors
- Economic factors which may impact on demand and supply
- Capacity within the construction sector
- The potential inter-dependency between delivery of market and affordable housing at the local level
- Availability of resources
- Likely pace and scale of delivery based on completion rates
- Recent development levels

- Planned demolitions; and
- Housing stock brought back into effective use.

The most important influence affecting the pace and scale of house building in Inverclyde has been the economic recession and the housing market downturn since 2008. However, the pace and scale of house completions in Inverclyde has seen some recovery in recent years. As a result the social and private sector HSTs were met across the lifetime of the LHS 2011-2016 although completions were lower than estimated.



Source: *Inverclyde Housing Land Audit and Social New build Completions Summary*

Inverclyde has seen a massive reduction in the size of its social rented housing stock over the last 15 years from around 15,650 in 1998 to 10,700 in 2013 as a result of right-to-buy sales and a large scale demolition programme. With large-scale demolition programmes largely complete, affordable housing development programmes continue to restructure and add to the stock.

Repopulation has been identified as a key priority for the council and as such was afforded a specific Outcome in the Single Outcome Agreement. The Local Housing Strategy aims to support repopulation through widening housing choice and changing the tenure balance in areas where there is a significant shortfall in good quality, affordable private sector housing.

The introduction of the Affordable Housing Policy in 2012 results in a greater amount of interdependency between the private and affordable sectors. A considerable number of sites in the Local Development Plan depend on such a joint approach with private developers and RSLs working together to bring forward the development opportunities identified.

The vast majority of the affordable housing requirement for Inverclyde is on the HNDA sub area of Inverclyde East (Port Glasgow, Greenock Central East and Greenock South West), while just under a third of the requirement falls in the Inverclyde West sub-area (Greenock West, Gourock and Inverkip & Wemyss Bay). Kilmacollm & Quarriers Village take up 5% of the affordable housing requirement.

Inverclyde has a high proportion of flatted accommodation within the housing stock. In order to achieve a stable, well-functioning housing system, a balance of dwellings types and sizes is required. Therefore the Strategic Housing Investment Plan (SHIP) awards 10 points for a project that contains the development of houses.

The Scottish Government has set an ambitious target to invest £3 billion to build at least 50,000 new affordable homes, of which 35,000 will be for social rent. Therefore minimum Resource Planning Assumptions for Inverclyde for the period covering some of our LHS 2017-2022 have been agreed with the Scottish Government as follows:

Year	2017/18	2018/19	2019/20
RPA's (£m)	6.025	4.519	3.012

Source: *Inverclyde Affordable Housing Strategic Local Programme*

These factors were considered alongside a number of other drivers and conclusions reached that a realistic and deliverable affordable housing supply target for Inverclyde would be 90 affordable units and 170 private sector units per annum over the next five years.

The following tables summarise the net housing need calculated from the Scottish Government CHMA tool, the adjusted net housing need estimate to take account of mobile demand within Glasgow and Clyde Valley SDP area and the resulting realistic and achievable HST followed by the annual land requirement. From here we consider a number of factors that influence what we want to achieve and are able to deliver.

Housing Supply Target

Stage			
	Private Sector	Affordable	All Tenure Total
Annual housing estimate	2	0	2
Annual housing estimate – adjusted	2	0	2
Annual Housing Supply Target	170	90	260
Annual Land Requirement	186	90	276

Source: *SDP Proposed Plan, Beyond the Housing Need and Demand Assessment, 2016*

<p>1. Annual Housing Estimates Derived from the CHMA Housing Need and Demand Assessment Toolkit</p>
<p>2. Annual Housing Estimate – Adjusted Positive adjustments made to both the private and affordable sector to account for significant stimulus required to support the repopulation agenda.</p>
<p>3. Annual Housing Supply Target Increase in both the private and affordable sector to stimulate development in the private sector and reflect the recent recovering pace and scale of delivery. Furthermore to reflect the continued need to replace poor quality stock in areas.</p>
<p>4. Annual Land Requirement 10% generosity is added to the private component to reach Annual Housing Land Requirement</p>

Housing List Pressure Analysis

As at February 2016, there was 4,674 households registered as seeking a new home across Inverclyde on River Clyde Homes Housing Register. Of these, 3,885 (83.1%) were new applicants and 789 (16.9%) were transfer applicants.

The social rented sector's capacity to respond to this demand is dependent on the number of properties available to let each year. There were 462 re-lets across Inverclyde in 2015/16, representing a turnover of around 10% on average although turnover for Cottage properties is much lower than this. The greatest pressure is for smaller one bedroom properties at 20.1 applicants per property however there is below average pressure for bedsits (0.1), 2 bed (4.6) and 3 bed (5.6) properties. These figures illustrate that the overall pattern of unmet need is associated with supply issues in some instances with demand pressures as well as shortfalls in specific house types and sizes.

Affordability Analysis

The general pattern in the last five years has been one of decreasing house prices however this does not translate into greater purchasing power. Using a 10% affordable threshold it can be seen that only around 17.7% of sales were affordable to lower quartile household in Inverclyde – the 20% affordable threshold only improved affordability to 20.7%.

The private rented sector has increased significantly in Inverclyde over the past five years to account for around 10% of all dwellings. Over the last four years, average monthly rents within the private rented sector have increased across all property sizes, with the exception of 1 bedroom shared properties. Affordability analysis shows that private rented sector rents are unaffordable for a significant proportion of lower income households⁹. The private rented sector now plays an important role for a variety of different households including households who cannot access mortgages and for whom the deposit requirement remains a constraint.

Sheltered Housing

There are 412 sheltered homes and 112 very sheltered homes in Inverclyde. Almost half of these are provided by River Clyde Homes, the largest RSL in the Inverclyde area. HNDA2 indicates that future demand for supported housing for older people may be up to 7% of the population aged 60 and over. It suggests a maximum requirement for an additional 295 supported housing units per year across the GCV area over the planning period.

The River Clyde Homes waiting list in February 2016 recorded a total of 427 applicants for sheltered housing therefore the ratio of applicants to available lets for this type of provision is approximately 11:1. However, it should be noted that a separate waiting list is in operation in the area and it is anticipated that some of their applicants will not be duplicated on the River Clyde Homes register.

It is difficult to quantifying need for new build housing in the specialist sector however modelling from population data, and assuming a requirement for around 30 units of sheltered housing for rent per 1,000 of the 65+ aged populations would project a need for approximately 456 units in 2016, rising to 587 units by 2027 and 662 by 2037. This suggests that current provision is not accurate therefore the Strategic Housing Investment Plan (SHIP) awards 10 points for housing which addresses the needs of the ageing population.

Accessible Housing

The RSL sector in Inverclyde currently provides a range of accessible and/or adapted accommodation suitable for those with low to medium needs. Approximately 27% (351) of social housing stock in Inverclyde is classed as ambulant disabled or medium dependency housing.

HNDA2 indicates that the 2007 building standards include enhanced accessibility and adaptability standards. As a consequence, no further measures are recommended with respect to new build

⁹ Private Rented Sector Evidence Paper for LHS 2017-2022

accessible housing. However, the feedback from consultation with key partners and stakeholders indicated that there was a demand for more accessible homes are required, with disparity in provision and levels of need across localities. Therefore the Strategic Housing Investment Plan (SHIP) awards 10 points for housing which addresses health issues and meets housing standards for disabled people.

Wheelchair Housing

The information available regarding in the private sector is limited however records show that there are c.95 properties designated as wheelchair housing within the social rented sector, excluding those that have been adapted for wheelchair access.¹⁰ This would amount to roughly 1% of all housing in Inverclyde, which is below the proposed national target of 5%.

HNDA2 indicated that building standards do not meet the needs of all wheelchair users. National studies indicate that around 1% and 5% of Housing Supply Targets may be required as wheelchair accessible homes. The feedback from consultation with key partners and stakeholders indicated that there was a demand for more wheelchair homes, with disparity in provision and levels of need across localities. Therefore a target of 3% of all new build social housing has been set to increase supply of wheelchair housing across the lifetime of this Local Housing Strategy.

Self-Build

Repopulation has been identified as a key priority for the council and as such a budget of £250,000 was identified to bring forward a self-build development of 7 plots at Leperstone Avenue in Kilmacolm.

The council has also developed a Housing Options Guide which provides a general picture of the housing options available to household sin Inverclyde. It contains a range of information and advice and sign-posting to other agencies including for those wishing to build a house in Inverclyde.

Supporting Documents

Further evidence to support the development of outcome 1 includes:

- Clydeplan Housing Need and Demand Assessment, 2015
- Inverclyde Local Development Plan
- Inverclyde Housing Need and Demand Assessment, 2016
- Housing Trends Monitor, 2016
- Housing Needs Evidence Paper for the Local Housing Strategy, 2017-2022
- Setting Housing Supply Targets for Inverclyde, September 2014

Key issues and Priorities

Social Sector

- Evidence of shortfalls in provision of social rented stock. There are some 4,674 waiting list applicants on the River Clyde Homes housing register. Pressure for social housing has averaged at 9 people to every available let. The pressure varies, for smaller one bedroom properties there are 20.1 applicants per property however there is below average pressure for bedsits (0.1), 2 bed (4.6) and 3 bed (5.6) properties.

¹⁰ RSL Annual Returns, 2015

- Decline in the social rented sector stock as a result of right-to-buy and a large scale demolition programme. Investment via the SHIP and wider affordable housing opportunities will be required to replenish numbers.
- Low demand housing remains an issue however a series of strategies are in place to respond to this. River Clyde Homes has developed Major Intervention Areas (MIAs) to address the issues identified within a wider regeneration approach.
- The stock profile is predominantly flatted, which presents implications for an ageing population however demand clearly demonstrates a requirement for further provision of larger family homes within areas.
- Furthermore, there is an increasing demand for smaller properties linked to demand from households on the waiting list and the impact of welfare reforms however just 11% are one bedroom properties. This will allow older households to downsize whilst freeing up larger family homes to enable new households to form.

Private Rented Sector

- The most marked change has been the growth in the private rented sector, with an increase of 1,483 dwellings over the period of the previous LHS.
- Increasing evidence to suggest an increasing number of households are turning to the PRS to meet their housing needs, therefore demand for the PRS is likely to continue.
- Private rents are unaffordable for lower income households and young single people across Inverclyde.
- There is evidence of poor property management and condition in the sector, particularly within pre-1919 stock and tenement or four-in-black flats.

Specialist Provision

- Inverclyde has an increasingly ageing population with persons aged 60 and over making up 26 per cent of Inverclyde indicating the increasing requirement for specialist provision.
- In 2014, 67% of the 10,284 households aged over 65 in Inverclyde lived in the owner occupied sector and this is most likely where they would choose to remain. Therefore indicating a demand for suitable products to cater for substantial numbers of older home owners seeking to move to smaller, accessible accommodation.
- More accessible homes are required, with disparity in provision and levels of need across localities.
- It is of the utmost importance to ensure that we meet the housing needs and aspirations of young people. It is important that we work together to provide an appropriate range of housing options and housing support to promote independence and enable tenancy sustainment.
- The Clydeplan HNDA, 2015 did not find any evidence of a shortfall in provision for gypsy traveller or travelling showpeople however further work is required across the Greater Glasgow area to improve this information base.

Land Supply

The Local Development Plan supports the strategic aims as set out in this LHS and allocates land on a range of sites considered to be effective of meeting the housing land requirement to ensure a minimum of 5 years effective land supply at all times.

What we are doing

- We are committed to meeting our Housing Supply Targets for the next five years and providing a range of suitable housing options by investigating the feasibility of intermediate housing
- An affordable housing policy has been implemented in Inverclyde, delivering opportunities for on-site provision of affordable housing and where appropriate commuted sums payments for re-investment in new supply
- We develop a Strategic Housing Investment Plan, linked to LHS priorities, identifying investment priorities for social housing provision. This has delivered 1,084 units over the period of the last LHS
- We continue to work with our partners to develop an understanding of the profile of housing need within Inverclyde
- We will work together to provide a cohesive housing options service that delivers good quality housing advice services for all people

Outcome 1: Access to housing

Vision: to promote a supply of good quality affordable housing solutions across all tenures

Indicator	Frequency/Type/Source	Baseline (date)	Target
1.1. Decrease in the average length of time RSL property is empty between lets	Annual/Statistical/ARC	85 days (2015/16)	40 days
1.2. New affordable housing provision meets need and demand	Annual/Statistical/Planning	106 (2015/16)	90 units per annum
1.3. New private housing provision meets need and demand	Annual/Statistical/ARC	138 (2015/16)	170 units per annum
1.4. Percentage of RSL lets to homelessness referrals	Annual/Statistical/ARC	10% (2015/16)	15%
1.5. Increase the number of customers accessing housing options interview	Annual/Statistical/Prevent1	919 (2015/16)	N/A

Action	Baseline	Milestone	Target	Timescale	Service/Partner
1.1. Improve advice, assistance and access to the PRS including: rent guarantee scheme, financial advice, rights and responsibilities		<ul style="list-style-type: none"> Develop and implement policy for 3rd party referrals to the First-tier Tribunal for Scotland (Housing and Property Chamber) to assist vulnerable tenants. Provide advice and assistance to tenants regarding their tenancy rights, including raising awareness of the First-tier Tribunal for Scotland (Housing and Property Chamber). 	Develop policy	Ongoing	Community Safety/Drew Hall
1.2. Ensure land supply is available for the house-building industry to build over 1,300 homes by 2022	260 units pa	<ul style="list-style-type: none"> Private Sector HST: 170 units pa Social rented sector HST: 90 units pa The housing land requirement for this housing supply target 260 units pa 	Minimum 260 units pa	2022	Planning Policy/
1.3. Continue to implement the Affordable Housing Policy within Inverclyde	25% developer contribution	<ul style="list-style-type: none"> Adoption of the Inverclyde LDP Review and evaluate the impact of the AHP to ensure the policy continues to deliver positive outcomes 		Ongoing	Planning Policy/
1.4. Maximise provision of affordable homes to meet a range of housing needs in Inverclyde	90 units pa	<ul style="list-style-type: none"> Successful delivery of strategic housing investment plan (SHIP). Meeting social housing supply target of 90 units pa Identify mismatch of supply and demand in social rented housing. 	Minimum 90 units pa	2022	All

Action	Baseline	Milestone	Target	Timescale	Service/Partner
1.5. Contribute to the wider strategic planning for housing in Glasgow and the Clyde Valley		<ul style="list-style-type: none"> Develop and maintain partnership relationships through Clydeplan HMP Adoption of the Strategic Development Plan Contribute to Housing Need and Demand Assessment 3 (HNDA3) Joint working to deliver key priorities for the HNDAs and forthcoming LHS. 		Ongoing	All
1.6. Identify and assess the feasibility of models for increasing supply of affordable housing within Inverclyde		<ul style="list-style-type: none"> Identify options, programme and undertake feasibility studies. Subject to outcome of feasibility studies progress and implement models for increasing supply of affordable housing where appropriate 		Ongoing	Community Safety/Drew Hall
1.7. Continue to develop an understanding of the profile of housing need within Inverclyde by sharing information across Service and Partnerships		<ul style="list-style-type: none"> Maintain local Inverclyde HSMA and sub-area need, demand and supply analysis including: Housing Trend Monitoring, Low Demand Analysis and undertake bespoke analysis as required 	Annual updates	Ongoing	Community Safety/Drew Hall
1.8. Continue joint working locally and at a regional level to identify housing need of gypsy/travellers		<ul style="list-style-type: none"> Update of Desktop study HNDA3 Maintain register of unauthorised encampments Explore the possibilities for provision of a transit gypsy/traveller site 	Complete desktop study and HNDA3	2022	All
1.9. Explore the feasibility of implementation of one common housing register across Inverclyde			Complete	2022	Community Safety/Drew Hall
1.10. Improve access to the home ownership for first time buyers in Inverclyde		<ul style="list-style-type: none"> Implement mortgage deposit scheme to enable first time buyers to enter home ownership 	Complete	2022	Community Safety/Drew Hall
1.11 Increase in the number of wheelchair standard homes		<ul style="list-style-type: none"> Wheelchair standard new builds are part of the RSL programme 	3%	Ongoing	Community Safety/Drew Hall

Outcome 2: Sustainable places

To ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres

Progress made during the LHS 2011-2016:

- Social housing regeneration completed in Port Glasgow including the demolition of 735 properties and development of 195 new units for a mix of social rent and shared equity ownership rent , 2 play areas and improvement of open spaces
- Regeneration of social housing in East Greenock completed including the demolition of 165 properties and development of 141 affordable new homes for a mix of social rent and shared equity ownership and upgrade of the play facilities at Grosvenor Road
- Social housing regeneration completed in South West Greenock including the demolition of 129 units and delivering 125 new affordable units for a mix of social rent and shared equity ownership
- Regeneration of Broomhill underway, refurbishing externally and internally 666 properties including three multi-storey blocks.
- Demolition of 2 five storey blocks and 8 multi storey blocks
- Completion of regeneration of East Greenock which included 111 RSL Units and 13 shared equity
- Completion of Maukinhill regeneration, delivering 145 new affordable homes for a mix of social rent and shared equity ownership
- Gibbs Hill regeneration completed, delivering 103 new affordable homes for a mix of social rent and shared equity ownership
- RCH's John Street and Broomhill residents provided with free or discounted communal wifi
- Council introduced increased Council Tax rates for long-term empty homes to encourage bringing them back into use
- Through the work of the Financial Inclusion Partnership and the Universal Credit (UC) operational group partners have continued to work together to coordinate services and have provided UC training for over 300 staff.

LHS Context

It is recognised that well-designed, sustainable places increase both physical and mental well-being and housing has a key role to play. Sustainable places have a range of services, housing types and people, which promote interaction and create positive diverse neighbourhoods. They are places designed around people not cars and provide easy access to services, cultural amenities and green space.

We are committed to the development and maintenance of sustainable places. However, despite significant regeneration initiatives there are still places in Inverclyde that exhibit signs that they are not sustainable. These areas suffer from low demand for available housing, anti-social behaviour, higher levels of poverty and deprivation and in most cases a poor stigma is attached to the area. In

line with the Community Plan regeneration of these areas is a key aim of the Local Housing Strategy.

Helping town centres to flourish is a national and local priority. The approach will contribute to delivering Scottish Government National Outcomes to deliver a better, healthier and fairer society.

Outcome 1	We live in a Scotland that is the most attractive place for doing business in Europe
Outcome 2	We realise our full economic potential with more and better employment opportunities for our people
Outcome 10	We live in well-designed, sustainable places where we are able to access the amenities and services we need
Outcome 11	We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others

Outcomes 1, 2,10 and 11 are of particular importance when considering the housing contribution to making Scotland a better place to live and a more prosperous and successful country.

Riverside Inverclyde and Inverclyde Council are adopting an integrated strategy to regenerate various town centres in Inverclyde. It is recognised that town centres have been changing, reflecting national trends towards larger units in out of town locations. However the role of town centres as community focal points should be protected and promoted.

Ensuring new housing developments are sustainable will prevent future problems. Therefore, developments should be designed well, built in the right locations and have access to appropriate services.

Evidence

Housing Regeneration

Our housing regeneration strategy to date has been to tackle the oversupply of unpopular social housing in high density flats, mainly tenement and multi-storey flats, and the replacement of these with modern energy efficient homes. The completion of existing regeneration programmes remains a priority.

The Broomhill neighbourhood of Greenock remains a priority regeneration area with £26m investment planned to produce homes and services that are fit for the 21st Century. The three year plan will see all properties refurbished both externally and internally and around 20 new homes built. Significant environmental improvements will radically alter and redefine the landscape to create greener areas and improve security for local residents.

Increasingly problems of low demand, poorly maintained and managed housing are within the private sector. In particular, tenement flats in Highholm Street in Port Glasgow and Dempster Street in Greenock are giving cause for concern with increasing problems of disrepair and poor maintenance. There have not been any sustainable factoring arrangements in many of these blocks for many years and owners, particularly private landlords are unwilling or unable to participate in common repair works.

A robust procedure for identification and prioritisation of Housing Renewal Areas has been developed. This will form part of the Service's repair and maintenance strategy for private sector housing in Inverclyde providing a clear strategy for intervention and action in addressing areas of poor quality housing throughout Inverclyde. This may range from advice and information to legislative enforcement in line with the overall repair and maintenance strategy.

Clune Park is currently the council's priority housing based regeneration scheme and as progress is made in delivering regeneration through demolition and off-site new-build developments we will develop a long-term strategy to address poor housing conditions across Inverclyde.

Major Intervention Areas

There are pockets of low demand properties across Inverclyde that continue to cause management and maintenance issues. These are predominantly flatted properties in areas with below average pressures on social housing and can include multi-storey flats. A series of strategies and initiatives are in place to respond to this, including voids management, empty homes and low lettings initiatives, within a wider regeneration approach.

River Clyde Homes update their low demand analysis annually to identify areas of low demand stock. They have identified Major Intervention Areas which sets out the ambition for the neighbourhood and how these can be achieved. It is clear that River Clyde Homes alone will not be able to address all of the issues identified as the main concerns cut across the whole area and are not specific to River Clyde Home's tenants. Therefore, it is important that River Clyde Homes works in partnership with the council and its partners to support the tenants and residents within the MIA areas.

Empty Homes

The profile of long term empty properties across Inverclyde has changed over the last five years, with around 6.4% of the stock in Inverclyde vacant, slightly more than the 5.0% identified as vacant in 2011¹¹. The most recent changes result in part from properties being held empty to accommodate demolition for the regeneration of Clune Park: and in part as a response to legislative changes which enabled the council to increase the council tax levied on long-term empty properties.

The option is currently being considered for a shared Empty Homes Officer to be appointed within the Public Health and Housing Section. This officer will work closely with the private sector team and other services to identify empty homes and work with owners to bring them back into use. The appointment of an Empty Homes Officer would mean the figures increase in the short term as the role ensures unregistered empty properties are identified to allow the appropriate council tax to be applied.

Town Centre Initiatives

Town centres across Scotland have suffered from the combined effects of changing consumer habits, the increase in out-of-town and online shopping, car parking issues, increasing business rates and the impact of the recession. This has led to an increase in the number of empty premises in town centres. The image of many high streets today is of vacant and deteriorating buildings. Support from both private sector investors and public sources is vital to help regenerate town centres and, in the process, reduce the number of empty properties above commercial premises.

Inverclyde council is committed to promoting economic growth and regeneration of the town centres. Increasing residential use contributes to the vitality of towns, creating new communities and demand for services and improving perceptions of community safety. Therefore the council and its partners are committed to identifying opportunities to support town centre living across different tenures to assist the wider regeneration of town centres.

¹¹ Empty properties and second homes web tables, Scottish Government, December 2015

Supporting Documents

Further evidence to support the development of outcome 2 includes:

- Sustainable Places Evidence Paper for the Local Housing Strategy, 2017-2022
- Port Glasgow Town Centre Action Plan
- Greenock Town Centre Action Plan

Key issues and Priorities

- There are pockets of poorly maintained and managed private sector housing impacting on the sustainability of communities. The council and its partners are committed to working with owners to improve housing quality and condition with Inverclyde to reduce housing deprivation within Inverclyde.
- There are a number of long term empty commercial and residential properties impacting on communities and contributing to the decline of town centres. There is a need to assess the role for housing and housing related services to contribute to town centre action plans through improving the condition of buildings and bringing empty properties back into use.
- The council and its partners are committed to working together to consider the opportunities that exist for supporting town centre living and the scope that town centres may provide to meet housing need and demand.
- A series of strategies and initiatives are in place to respond to low demand social housing, and the council and its partners will work together to address the issues identified.
- There is a particular mismatch between social rented and private sector stock in parts of Inverclyde. The council and its partners will work together to provide a wide range of tenures options and expand housing choices in the areas concerned to create more balanced communities.

What we are doing

- Investigate the potential to implement a shared Empty Homes Officer to increase the supply of housing by bringing empty homes back into use
- Continue to address low demand issues within RSL stock including demolition where appropriate
- Contribute to delivery of Town Centre Action Plans including increasing sustainable opportunities for town centre living
- Continue to improve the quality of the private rented sector through provision of advice and assistance, the Scheme of Assistance and enforcement action where necessary
- Continue to contribute to the regeneration of Clune Park, Port Glasgow

Outcome 2: Sustainable Places

Vision: to ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres

Indicator	Frequency/Type/Source	Baseline (date)	Target		
2.1. Percentage of residents rating the neighbourhood as a very/fairly good place to live	Annual/Statistical/SHHS	97%	100%		
2.2. Reduce the number of properties that have been empty for 12 months or more	Annual/Statistical/CTAX	609	60 per annum brought back into use		
2.3. Increase the perception of safety in deprived neighbourhoods	Annual/Statistical/SHHS	94%	100%		
2.4. Increase the perception of belonging to a community in deprived neighbourhoods	Annual/Statistical/SHHS	82%	90%		
2.5. Reduce the number of empty homes in the social rented sector	Annual/Statistical/ARC	210 (2015/16) properties void for > 6 months	100 properties void for > 6 months		
Action	Baseline	Milestone	Target	Timescale	Service/Partner
2.1. Increase the number of long-term empty homes brought back into use		<ul style="list-style-type: none"> Investigate the potential of a shared empty homes officer service to deliver practical information, advice and support to owners of empty homes across Inverclyde Review potential incentives to owners of empty homes to help bring back into use. Work with RSLs to bring properties in serious disrepair back into use 		2022	Community Safety/Drew Hall
2.2. Continue to address low demand issues within RSL stock including demolition where appropriate	1,074 identified as low demand	<ul style="list-style-type: none"> Review and update local letting plans and assess feasibility of low demand stock Continue programme of demolition for low demand housing association dwellings where they cannot be brought up to standard at reasonable cost Work with partners to analyse the impact of new development on existing stock and mitigate negative impacts where possible 	Address low demand issues	Ongoing	All

Action	Baseline	Milestone	Target	Timescale	Service/Partner
2.3. Implement targeted community initiatives to improve communities for residents in Inverclyde		<ul style="list-style-type: none"> Broomhill project continues to revitalise community, create greener areas and improve security for local residents Work with our partners to tackle anti-social behaviour in our communities 	Complete	2022	All
2.4. Contribute to delivery of Town Centre Action Plans including increasing opportunities for residential use		<ul style="list-style-type: none"> Identify suitable opportunities and assess feasibility of same to increase supply of affordable housing Improving opportunities for town centre living for people with physical disabilities 	Complete	Ongoing	Community Safety/Drew Hall
2.5. Explore long term sustainable solutions to address poor management and maintenance/disrepair within large scale blocks		<ul style="list-style-type: none"> Review options and identify opportunities to encourage repair and long term maintenance in these areas Take appropriate action against owners/landlords who fail to effectively maintain their property 	Complete	2022	Community Safety/Drew Hall
2.6. Contribute to the regeneration of Clune Park, Port Glasgow			Ongoing	N/A	Community Safety/Drew Hall

Outcome 3: Preventing homelessness

To prevent homelessness where possible through provision of ongoing support to meet the needs of individuals

Progress made during the LHS 2011-2016:

- Achieved the Scottish Government's 2012 target for the abolition of the "priority need" test to give all unintentionally homeless people the right to settled accommodation
- Established referral pathways to mental health services established to enable homeless or potentially homeless people to access appropriate support
- Implementation of a pilot **one stop shop**, housing advice hub to provide direct access to all housing related needs, including homelessness
- Established a multi-agency joint homeless prevention protocol to offer assistance to those threatened with homelessness upon liberation and reducing the cycle of re-offending
- **Future Skills** has provided one-to-one or group IT advice and training to support financial inclusion
- Introduction of several homeless prevention initiatives:
 - **Financial Fitness** to provide welfare benefits advice and counselling
 - **Inverclyde Housing Support Service** in partnership with the **Mungo Foundation** to provide tenants with practical support and advice in relation to their tenancies
 - **Advice First** provide money, debt and benefit advice
- The removal of use of bed and breakfast as temporary accommodation
- Development of a register of private landlords who will provide a tenancy without the need for a deposit
- Homelessness Service has created new processes for the robust monitoring of section 5 cases
- All RSLs, the Homelessness Service and Public Health and Housing Team have received Domestic Abuse Awareness training
- River Clyde Homes established Tenancy Sustainment and Support Team to provide intensive support where sustainment risk has been identified:
 - 3 financial wellbeing officers generated £1.5m additional income for tenants in 2015/16

LHS Context

The Housing (Scotland) Act 2001 places a statutory duty on local authorities to carry out an assessment of homelessness and to prepare and submit to Ministers, a strategy as (as part of the LHS) for the prevention and alleviation of homelessness. The approach to preventing

homelessness is underpinned by robust, accurate and up to date evidence on the extent and nature of homelessness in Inverclyde.

The Prevention of Homelessness in Inverclyde Evidence Paper provides an assessment of overall homelessness by age, gender, household composition, location and reason for homelessness. The Inverclyde Housing Options Working Group aims to roll out a housing options approach across Inverclyde and this will remain a key focus over the lifetime of this strategy.

This will support delivery of existing homelessness prevention and sustainability and ensure the delivery effective housing advice to everyone who requires it. The introduction of the Housing Options Guidance and Training Toolkit developed by the Scottish Government, ALACHO and CoSLA supports the delivery of broader housing options services at a local level. Furthermore the RSL guide to housing options has been developed to help registered social landlords across Scotland gain a better understanding of the principles and benefits of the Housing Options approach.

Homelessness is not solely a housing issue but requires action from the full range of agencies providing health, social care, advice and information and support across both the statutory and voluntary sector. Strong links already exist which can be evidenced through participation and facilitation of various partnership groups including:

- **Health and Homelessness Steering Group which has representation from Homelessness Services, Social Work Services and NHS GGC**
- **Registered Social Landlords Liaison Group has representation from local housing providers, Homelessness Services, Housing Strategy and Social Work and has been instrumental in developing the Local Housing Strategy**
- **Integrated Alcohol and Addiction Team**
- **South West Housing Options Hub**
- **Inverclyde Housing Options Working Group**
- **Thematic Working Groups: which manage service delivery and related service improvements of the Homelessness Service**
- **Health and Care Partnership Boards encompass the wider health and wellbeing responsibilities and include partners from across the local authority such as NHS GGC, other public agencies and the voluntary sector**

A partnership approach is taken to plan for households subject to protocol which include looked after children and young people, people affected by domestic abuse and those leaving prison. Individuals at risk are identified early; and through partnership working effective housing provision is put in place along with relevant housing support.

The key focus remains on preventing homelessness and in making sure that the right type of services and support are made available to those who need them. While the number of homelessness applications has decreased over recent years through greater prevention activity the challenges of assisting the increasing proportion of applicants with multiple and complex support needs are becoming more frequent.

We have identified groups of people who will require to be supported for longer periods of time due to the complexity of need. Existing supported accommodation services are not designed with these people in mind and there is a gap in service provision for this group, in particular vulnerable young

people. It is intended to consider the opportunities to develop longer term supported accommodation service for those vulnerable people who may take time to become tenancy ready.

Although the Housing Support Duty is only legally applied to homeless households, the intention is to aid homeless prevention and is specifically targeted at those who have complex needs and therefore difficulty in sustaining their accommodation. In order to develop good practice, Housing Support and Homeless Prevention activities are not just targeted at homeless households but at all households approaching the services of the local authority and our key partners.

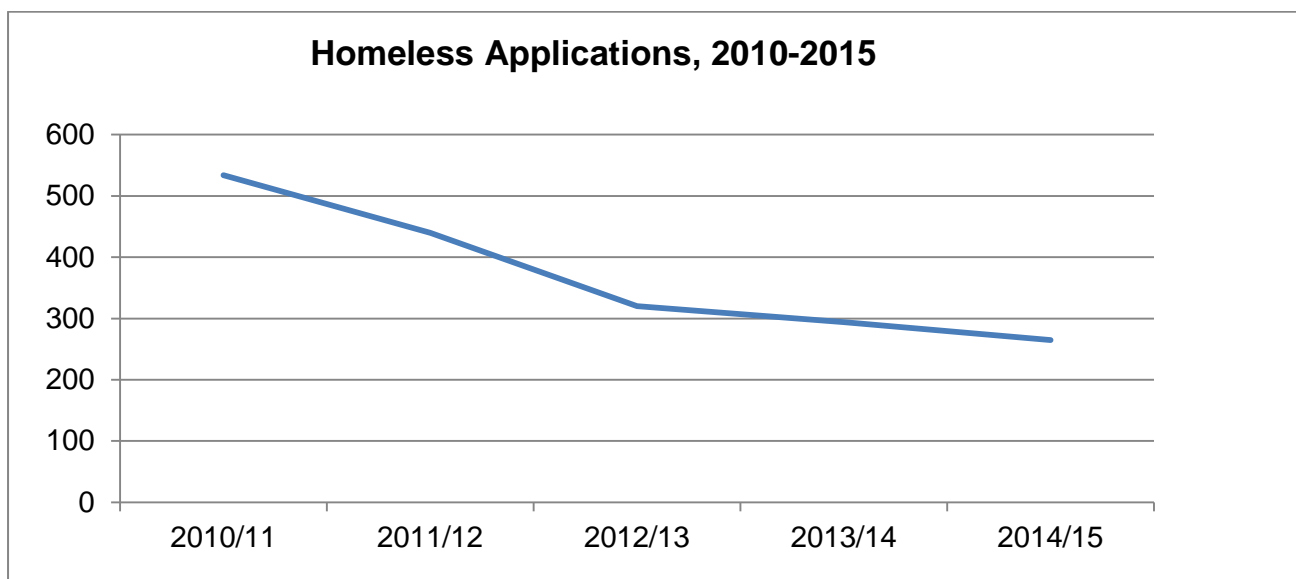
Welfare Reforms have created additional difficulties and anxieties for homeless households in Inverclyde. Benefits sanctions are routinely applied to vulnerable people, many of whom have learning difficulties, poor mental health and a range of complex social and health care needs. The implementation of Universal Credit in October 2015 will continue to present major challenges for the homelessness service. The implications of this in relation to the budget required for the delivery of temporary accommodation are currently being considered, together with proposals of how to manage this into the future. Further considerations will be given to the impact of shared room rates and implications for households under the age of 35 and what potential action can be taken to assist.

The Scottish Social Housing Charter monitors our performance in terms of information and advice, the quality of temporary accommodation and access to housing support to help homeless people access and keep a home. Every effort is made to provide effective and efficient services that address and prevent homelessness.

Evidence

Profile of Homeless Applicants

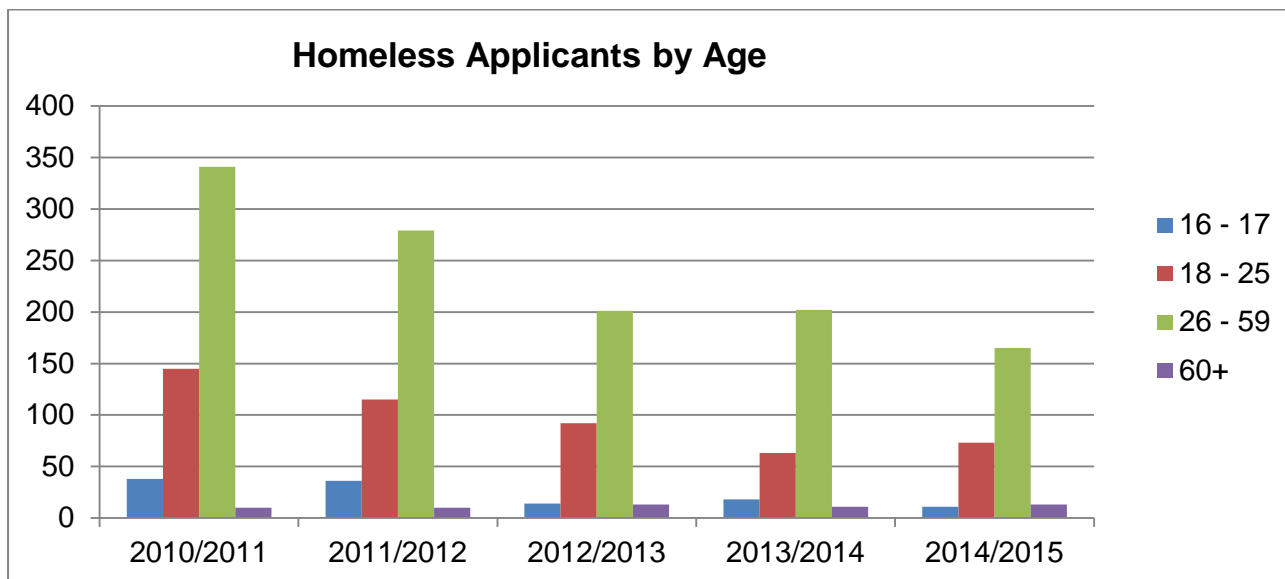
There were 265 homeless applications in 2014/15 which is reduction of 50.4% from 534 in 2010/11. As a proportion of all households in Inverclyde the number of homeless applications is 0.7%, lower than the national average (1.5%).



Source: Homelessness Annual Reference Tables 2014-15

Young people aged 16 to 25 years represent just 12.1% of the population in Inverclyde but 32% of all homeless applications in 2014/15 demonstrating that young people are disproportionately affected by homelessness requiring more targeted prevention activity. Younger people appear to

be particularly affected by social isolation and sporadic engagement with some services that could address their needs. Inverclyde council are working in partnership with the HSCP and other key partners to investigate the options for providing a supported housing development for young people.



Source: Homelessness Annual Reference Tables 2014-15

The predominant age of homeless applicants in Inverclyde are those aged 26-59 years who account for 62% of all applicants in 2014/15. This figure has remained fairly stable as a proportion of overall applicants however the number has reduced by 51.6% since 2010/11 either through housing options or possibly prevention activities such as mediation. Older people aged 60+ represent 5% of homeless applicants with this figure increasing since 2010/11.

The gender and household profile of homeless applicants in Inverclyde shows the downward trend in the number of presentations from all households. However, upon closer inspection it can be seen that the proportion of applications from single males has increased to 67%, exceeding the national average of 45%. This may be as a result of the abolition of priority need however whilst this group is the largest presenting group nationally suggesting that younger and working age males are perhaps more vulnerable to economic shocks and social policy changes

Reasons for Homelessness

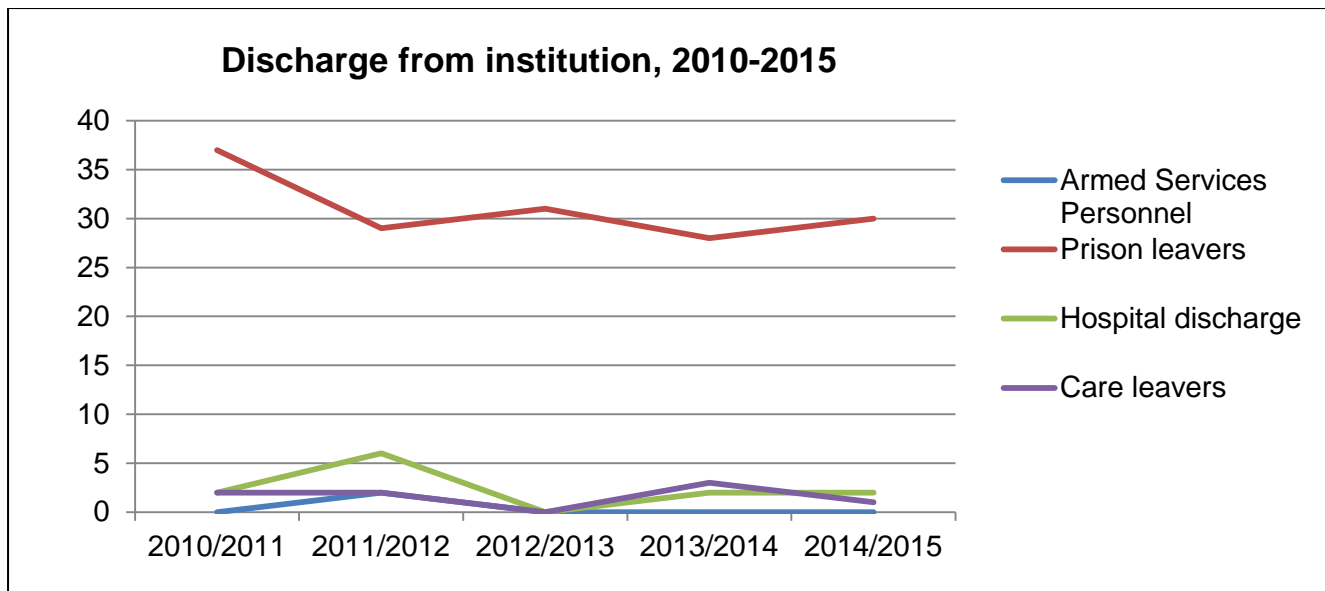
Reasons for homelessness in Inverclyde have tended to be fairly consistent although there have been some small variations year on year. Asked to leave by parent, family or friends account for 26% of applications or 69 applicants reflecting the national trend as the main reason for homelessness.

Other reasons for leaving accommodation including, dispute within household: violent or abusive accounts for 12% of applications or 32 applicants. The decrease in the number of homelessness applications from this group suggests that activity to assist people experiencing domestic abuse is making a difference. There are a range of services delivered across the council and our partners to assist this client group which includes the Inverclyde Violence Against Women Multi-Agency Partnership with a fully developed strategy and action plan to ensure adequate and effective service delivery to prevent gender based violence in the longer term.

The number of people having to make a homeless application upon being discharge from prison/hospital/care/other institution accounts for 12% of applications or 31 applicants. This far

exceeds the national trend and suggests that there is a lack of consistent planning for these individuals to prevent homelessness from occurring.

The largest group presenting as homelessness from an institution are those leaving prison which account for 90.9% of all applicants discharged from an institution. A range of inter-agency protocols have been developed to improve the local response however the Community Justice Partnership intends to renew focus on this area of work to strengthen partnership working to improve outcomes for people leaving custody.



Source: Homelessness Annual Reference Tables 2014-15

The number of people leaving hospital into homelessness has fallen over the last five years and only affected two people in 2014/15. Inverclyde council has a Hospital Discharge protocol to ensure an improved approach in planning and ensuring appropriate housing is available to people when leaving hospital

There was one homeless applicant who was looked after and accommodated by the Local Authority in 2014/15. Care leavers are another priority group which should be targeted specifically to prevent homelessness. Whilst a Care Leavers Protocol is in place to ensure the early identification of housing needs in a young person’s pathway plan, further improvement can still be made to ensure homelessness is prevented in future.

Temporary Accommodation

Access to, and the provision of temporary accommodation is a critical aspect of services to homeless households. We are required by law to provide all homeless households with temporary accommodation whilst their homeless application is being assessed, if it is required. For those assessed as unintentionally homeless, this duty is extended until they are permanently housed. There are a total of 63 temporary accommodation places within Inverclyde: the Inverclyde Centre comprises of 31 self-contained bedsits and there are a further 32 temporary flats dispersed across Inverclyde.

Accommodation Type	Stock Profile
Hostel	31
Dispersed Units	32

The number of households living in temporary accommodation reached a peak in 2011 (Q1) at 98 households as authorities worked towards meeting the 2012 homelessness targets and were assessing greater numbers of applicants as being in priority need. In many cases resulting in bottlenecks for move-on and secure accommodation. Since the introduction of the housing options approach the number of homeless applicants has reduced and the requirement for temporary accommodation has decreased.

The Inverclyde Centre (Hostel) is the only temporary accommodation owned by the council. The reduction in homeless presentations has resulted in a higher proportion of applicants with multiple needs concentrated in temporary accommodation. As a result of the age of the Inverclyde Centre, public perception and reduced demand together with the cost implications there is a need to review the current temporary accommodation model and consider alternative models in the longer term.

Housing Support

Homelessness data provides part of the picture of support needs of homeless households. In 2014/15 69.8% of all applicants had some sort of support need, of these 35% had multiple support needs. However, not all support required is housing support and therefore the responsibility of the Homelessness service. A multi-agency approach is required to meet the needs of homeless applicants who have a range of support needs in order to assist them to sustain future accommodation.

Housing Support is provided by the Homelessness Service for households with medium to lower level support needs. The Health and Social Care Partnership also provides ongoing housing support within wider packages of support which contribute to tenancy sustainment. In addition, there are housing support services which are delivered by various RSLs and third sector agencies.

To ensure that the Homelessness Service complied and could clearly evidence the support being provided Outcome Star was introduced in January 2014. Outcome Star is a unique suite of tools for supporting and measuring change when working with people. As this model is very visual it enables service users to identify their own support requirements and map their progress. It is also extending into other service areas providing an opportunity for service users to retain the same model of support planning once they have moved on from the homelessness service.

There are some groups of people who will require to be supported for longer periods of time due to the complexity of need. In particular, young people being looked after by the local authority but who are no longer suited to living in Residential care due to their age. It is intended to consider the opportunities to develop longer term supported accommodation service for those vulnerable young people who may take time to become tenancy ready.

Supporting Documents

Further evidence to support the development of outcome 3 includes:

- Prevention of Homelessness in Inverclyde Evidence Paper for the Local Housing Strategy, 2017-2022

Key issues and Priorities

- An improved focus on outcomes is required by all partners
- An improved focus on housing advice and information
- The need for a cohesive approach to homeless prevention and housing options is required across Inverclyde
- The need for enhanced transitional services to support independent living and tenancy sustainment for vulnerable young people, especially those leaving the care system
- The continuing challenges of increasingly complex and multiple excluded homeless households
- Increased number assessed with poor mental health and/or addictions issues that affect tenancy security and sustainment
- High levels of refusal by homeless households for offers of permanent social rented stock in some areas
- The significant challenges presented by welfare reforms, in particular access to the internet for service users
- The need to link homeless households with services that provide opportunities to socialise and develop key life skills and prevent social isolation
- Legal highs are becoming a problem amongst younger homeless households
- Repeat homelessness continues to be an issue however there is a lack of supported accommodation in Inverclyde, in particular long-term support.
- There is a lack of employment in the area and a lack of life skills for young people in particular
- The need to improve standards of housing in the private rented sector

What we are doing

- Carrying out a joint housing, health and social care needs assessment with partners in the HSCP
- Review of Temporary Accommodation Strategy to ensure that the mix of available stock meets the changing needs of homeless people
- Review repeat applications to identify and address the issues that lead to repeat homelessness
- Consider the feasibility of transitional accommodation for multiple excluded homeless households and/or those who may take time to become tenancy ready
- Working together with our partners to ensure the principles of joint planning and integrated service delivery are applied to homelessness services
- Providing Financial Inclusion and tenancy sustainability services to assist households affected by welfare reforms

Outcome 3: Preventing Homelessness

Vision: to prevent homelessness where possible through provision of ongoing support to meet the needs of individuals

Indicator	Frequency/Type/Source	Baseline (date)	Target
3.1. Minimise the number of homeless applications	Annual/Statistical/HL1	239 (2015/16)	N/A
3.2. Percentage of households assessed as homeless or potentially homeless	Annual/Statistical/HL1	83.9% (2015/16)	N/A
3.3. Reduce the percentage of repeat homeless presentations within 12 months	Annual/Statistical/HL1	10.6% (2015/16)	5% (national average)
3.4. Reduce the level of rough sleeping	Annual/Statistical/HL1	10 (2015/16)	6% (national average)
3.5. Reduce the number of homeless applications from young adults (aged 16-25)	Annual/Statistical/HL1	78 (2015/16)	N/A
3.6. Reduce the percentage of all homeless applications from households with children	Annual/Statistical/HL1	13.4% (2015/16)	N/A
3.7. Reduce the level of homeless applications who have been discharged from Hospital	Annual/Statistical/HL1	2 (2015/16)	0
3.8. Provide information and advice to people at risk of losing their homes	Annual/Statistical/HL1	80% (2015/16)	100%
3.9. Reduce the length of stay in Hostel temporary accommodation	Annual/Statistical/HL1	40.9 days	Decrease
3.10. Reduce the length of stay in RSL temporary accommodation	Annual/Statistical/HL1	145.9 days	Decrease

Action	Baseline	Milestone	Target	Timescale	Service/Partner
3.1. Explore models of support and intervention to prevent Multiple Exclusion Homelessness (MEH)		<ul style="list-style-type: none"> Explore options for joint commissioning of community support models 	Complete	2022	Mental Health, Addictions & Homeless/ Bob McLean
3.2. Monitor `lost contact` decision to identify and address issues		<ul style="list-style-type: none"> Fewer people assessed as `lost contact` 	Complete	2022	Mental Health, Addictions & Homeless/ Bob McLean
3.3. Monitor/review repeat applications to identify and address issues		<ul style="list-style-type: none"> Complete review Reducing number of repeat applications 	Complete	2022	Mental Health, Addictions & Homeless/ Bob McLean

Action	Baseline	Milestone	Target	Timescale	Service/Partner
3.4. Review mediation service to improve prevention interventions		<ul style="list-style-type: none"> Complete review of mediation service to understand reasons for low uptake 	Complete	2022	Mental Health, Addictions & Homeless/ Bob McLean
3.5. Explore ways to improve access to the Private Rented Sector to aid wider housing opportunities		<ul style="list-style-type: none"> Address perception of the PRS with local people Increase availability of Housing Options Advice in relation to the PRS Development and implementation of Rent Deposit Guarantee Scheme 	Complete	2022	Community Safety/Drew Hall
3.6. Consider the development of shared tenancies within the social rented sector		<ul style="list-style-type: none"> Develop understanding of the various models of shared tenancy schemes and best practice. Consider the delivery options: matching people, pre-tenancy training and mediation 	Feasibility of shared tenancies considered	2022	River Clyde Homes/Sandra McLeod
3.7. Mitigate the impact of welfare reform on the supply of temporary accommodation and ensure the most appropriate and affordable mix of temporary and supported accommodation is available to meet needs		<ul style="list-style-type: none"> Review the use of temporary accommodation Develop and implement temporary accommodation strategy 	Delivery of temporary accommodation strategy	2022	Mental Health, Addictions & Homeless/ Bob McLean
3.8. Consider ways to share good practice and successful outcomes across the partnership		<ul style="list-style-type: none"> Celebrate successes Share knowledge on what works well locally 	Complete	2022	Housing HUB
3.9. Explore the feasibility of developing the Housing First or similar model		<ul style="list-style-type: none"> Identify costs and ascertain if funding can be sourced. Permanent tenancy from the outset Wrap around support to sustain accommodation Increase health and wellbeing of service users 	Models Considered	2022	Mental Health, Addictions & Homeless/ Bob McLean

Action	Baseline	Milestone	Target	Timescale	Service/Partner
3.10. Strengthen existing partnerships to ensure people with complex needs are pro-actively supported in a consistent basis to sustain accommodation		<ul style="list-style-type: none"> Improved tenancy sustainment Improved integration of housing, health and social care resources to prevent homelessness Understanding of limitation and expectations 	Strategic approach based on need	Ongoing	Inequalities, Migration and Strategic Housing/Andrina Hunter
3.11. Mitigate the impacts of Universal Credit		<ul style="list-style-type: none"> Feasibility study into use of credit unions and alternatives to combat UC issues Ongoing discussions with DWP & FIP Implementing housing management protocols to mitigate impact Implement data-sharing protocols with key partners 	Ongoing	2022	ICHR
3.12. Reduce homelessness from the private rented sector		<ul style="list-style-type: none"> Partners provide landlords with training and advice for when their tenants homes are at risk 	Complete	2022	Community Safety/Drew Hall
3.13. Review cross-landlord housing options advice in response to published guidance		<ul style="list-style-type: none"> Assess opportunities for joint training/policies/procedures. Development of pilot housing options wizard 			Community Safety/Drew Hall

Outcome 4: Housing and health

To ensure that people are supported to live independently for as long as possible in their own homes and communities

Progress made during the LHS 2011-2016:

- 848 private sector households received an Adaptations through the Scheme of Assistance over the lifetime of the strategy
- Handyperson Service established within the existing Care and Repair Service
- Housing Reports are now used by some HSCP services to assess and prioritise the housing needs of their clients
- The Single Shared Assessment process was reviewed, and is now an outcomes-focused assessment with more focus on client goals
- The Inverclyde Carers Centre, in partnership with the HSCP, were able to provide weekly breaks of around four hours for around 120 carers each year, holidays for another 30 each year, as well as stress management and counselling sessions
- Development of Housing Contribution Statement, with the Housing Partnership Group (HPG) established to oversee its implementation and promote partnership working between HSCP and RSLs
- The number of people receiving assisted Community alarm and Telecare has increased
- Developments carried out by River Clyde Homes
 - Implementation of dementia awareness training across frontline staff
 - Completion of dementia friendly upgrades across Frail Mobility impaired/sheltered housing stock
 - Multi storey block converted to amenity standard

LHS Context

Housing and housing-related support have a key role to play in supporting a `shift in the balance of care` and reducing the use of institutional care settings. They can also enable people to live independently, comfortably and securely. If housing and support needs are not met, it may be more difficult for people to remain in their own homes and increase the risk of accidents. Therefore the benefits of providing the right housing and support at the right time could be considerable.

Integration of Health and Social Care

Strong partnership working between local authorities and health boards is vital for achieving good health and social care outcomes. Following the Public Bodies (Joint Working) (Scotland) Act 2014 the Health and Social Care Partnership was formed in April 2015. It brings together adult social care services, community health services and some acute health services to improve the quality and consistency of outcomes for people who use health and social care services.

Some housing functions are also delegated to the HSCP, some of which are compulsory and others that are optional. The housing functions being delegated to Inverclyde's HSCP include housing

support and homelessness related services, the resource for equipment and adaptations, and any garden assistance schemes.

Housing contributes to each of the National Health and Wellbeing outcomes in a range of ways but outcomes 2 and 9 are of particular importance when considering the housing contribution.

Outcome 2	People, including those with disabilities or long term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community
Outcome 9	Resources are used effectively and efficiently in the provision of health and social care services

Housing has a pivotal place in communities, providing the necessary physical infrastructure for people to live safely and well and as a provider of a range of low level preventative housing support services vital to enable people to maintain their health, wellbeing and independence.

Housing Contribution Statement

The HSCP produced a Strategic Commissioning Plan, which included a Housing Contribution Statement. The Housing Contribution Statement was developed in partnership with housing, health and social care strategic planners and operational practitioners and sets out the role housing providers in Inverclyde play to achieve outcomes for health and social care.

The Housing Contribution Statement is an integral part of the Health and Social Care Partnership's Strategic Commissioning Plan and strengthens the links between housing, health and social care as well as improving the alignment of strategic planning and supporting the shift in emphasis to prevention. It reflects the analysis, actions and outcomes within the Local Housing Strategy in key areas such as new housing supply, housing information and advice, adaptations and housing support.

Evidence

Ageing Population

Inverclyde has a growing older population with persons aged 60 and over making up 26 per cent of Inverclyde. Although people are living longer, this does not mean healthier. A home that is safe, warm and affordable contributes to the general health and wellbeing of older households. Housing and housing-related support have a key role to play in supporting a `shift in the balance of care` and reducing the use of institutional care settings. They can also enable people to live independently, comfortably and securely.

Population ageing and increased life expectancy suggests more people will develop complex needs, including dementia in the next 10 years. Alzheimer Scotland estimates that 1,423 people in Inverclyde have dementia in 2015, with around 49 of these people under the age of 65¹². Most people with dementia live in the community, and it is recognised that this is generally where they do best, initially with the help of relatives and friends, and latterly with support from health and social work.

¹² www.alzscot.org/campaigning/statistics

Mental Health

In Inverclyde, the proportion of respondents who reported their mental health status as “good” was 86.3%, in line with NHSGGC (86.3%). Depression is one of the most common and debilitating forms of mental illness. In Inverclyde, the proportion of respondents aged over fifteen years of age who reported depression was 17.3%, higher than NHSGGC (14.9%)¹³.

The Mental Health Strategy for Scotland: 2012-2015 outlines a steady reduction in the number of people being discharged and then readmitted to services, following work on inpatient and community settings and better discharge planning, in which housing plays an important role. The strategy suggests that people with mental disorders account for as much as 43% of social welfare benefits or disability pensions in Scotland.

We will work closely with the HSCP to determine housing demand for this client group and how we can use existing housing stock where possible to match needs. While many people with mental health needs are able to live in mainstream housing with appropriate support, there are others who may require more intensive supported living arrangements.

Addictions

There has been a slight decrease (16.4%) in the overall number of drug and alcohol referrals received across Inverclyde from 2012/13 (1,392 referrals) to 2014/15 (1,164 referrals). It is also apparent that alcohol issues are more prevalent across Inverclyde than drug related issues, with alcohol related referrals accounting for 70.4% of all referrals.

	2006	2010	2012	2013	Scot
<i>Drug related hospital admissions: rate per 100k</i>	241	256	192	240	125
<i>Alcohol related hospital admissions: rate per 10k</i>	1,383	1,230	1,164	1,022	697

Source: ADP Annual Report, 2014/15

Housing support plays a vital role in helping people with substance misuse issues to maintain their tenancy. Individuals accessing local alcohol and drug services with housing needs are assessed and referred to housing services as required. There are close working links between drug and alcohol services and homelessness services; the Addictions Liaison Officer based within Homelessness Services ensures people with addictions are supported in their tenancies.

We will investigate with partners the options of introducing the Housing First or similar model in Inverclyde to address the housing and support needs of people with complex needs related to alcohol and substance abuse.

Learning Disability

Research has shown that people with learning disabilities have some of the poorest health in Scotland¹⁴. They are considerably more likely to die at an early age than the general population – on average 20 years earlier. The population of adults with learning disabilities within Inverclyde is around 9.4 adults per 1000 population: higher than the national average of 6.0.

¹³ Health Indicators in Inverclyde Health and Social Care Partnership (October 2015)

¹⁴ Health Needs Assessment Report, People with learning disabilities in Scotland NHS Health Scotland, 2004

Area	Total	Adults known per 1,000 population	Change rate in 2013 from
<i>Inverclyde</i>	624	9.4	+0.5
Scotland	26,786	6.0	+0.1

Source: ESAY, 2014

Some 124 adults with learning disabilities currently live in shared accommodation. This is lower than the national average (20%, against 24% in Scotland) however service redesign will result in increased pressure to find suitable accommodation within the mainstream housing supply.

Many people with a learning disability remain in their own home and are looked after by parents and carers. Where parents and carers themselves are ageing, this raises concerns over the future care needs of the person with the disability. We will identify with the HSCP, through the Joint Commissioning Plan, more planned routes into independent living for this target group.

It is anticipated that additional small scale housing provision for community care groups including learning disability and mental health may be included in the later years of the SHIP programme following work with partners to assess needs as part of the joint strategic commissioning approach.

Young People

Young care leavers are particularly vulnerable when making the transition to adulthood and are frequently over-represented in statistics relating to homelessness. They can face a number of challenges during this transition including mental health issues, and they can experience difficulty building relationships and accessing employment or education opportunities¹⁵.

The importance of providing appropriate accommodation to care leavers cannot be underestimated. Finding these young people the right accommodation option, at the right time, is critical to helping them build sustainable and successful futures in our communities. The Children and Young People (Scotland) Act 2014 puts in place significant new legislative duties in respect of looked after children. The Act extends the age by which care leavers can receive support from corporate parents from 21 years to 26 years which will have notable implications for the council and other services. It is therefore imperative that further research or analysis is undertaken to determine future needs to inform services and provision.

The Clydeplan Housing Need and Demand Assessment, 2015 highlights that there are increasing numbers of care leavers. As care leavers are at greater risk of homelessness than other young people and have greater problems in accessing employment there is a need for additional support measures to support young people in their transition out of the care system.

Care Home Provision

There currently 26 care homes in Inverclyde providing services to older people, children and those with learning difficulties. The HSCP contracts with a variety of voluntary and private providers to supply care home places locally.

¹⁵ Research briefing: Young, hidden and homeless Crisis 2012

	2011	2012	2013	2014	2015
Number of Care Homes	28	28	28	27	26
Number of Registered Places	898	891	898	870	864
Number of Residents	764	789	779	810	786
Number of Long Stay Residents	748	758	746	761	771
Number of Short Stay/Respite Residents	16	31	33	49	15
Percentage Occupancy	85	89	87	93	91

Source: ISD Scotland Scottish Care Homes Census, 2015

In 2015, there were 786 older care homes residents in Inverclyde with a mean age of 81. The number of registered places in Inverclyde has fallen slightly from 2011 to 2015 however the number of long stay residents has increased. There is currently no need identified for additional care home places.

Housing Support

Housing Support is central to assisting people to live independently and prevents independent living situations from breaking down. The HSCP and local housing associations provide a wide range of housing support services to help people remain and feel secure in their own homes with the added benefits of assisting in maintaining sustainable communities.

Housing Support is provided by the Homelessness Service for households with medium to lower level support needs. The Health and Social Care Partnership also provides ongoing housing support within wider packages of support which contribute to tenancy sustainment. In addition, Housing Associations also offer financial advice and support services and intensive housing management.

Analysis of River Clyde Homes waiting list provides further evidence of support needs in the social rented sector. This indicates that there remains a significant level of ongoing need for a range of support and care services in the area.

As there are now a higher proportion of people seeking Housing Support who have more complex needs related to alcohol and substance misuse or mental health issues, we will continue to work with partners to ensure the housing support needs of this group are appropriately met.

Adaptations

Although home ownership has stagnated in the last decade the numbers of older home owners have continued to increase in Inverclyde. Some 54% of the 10,284 households aged over 65 in Inverclyde lived in the owner occupied sector and this is most likely where they would choose to remain.

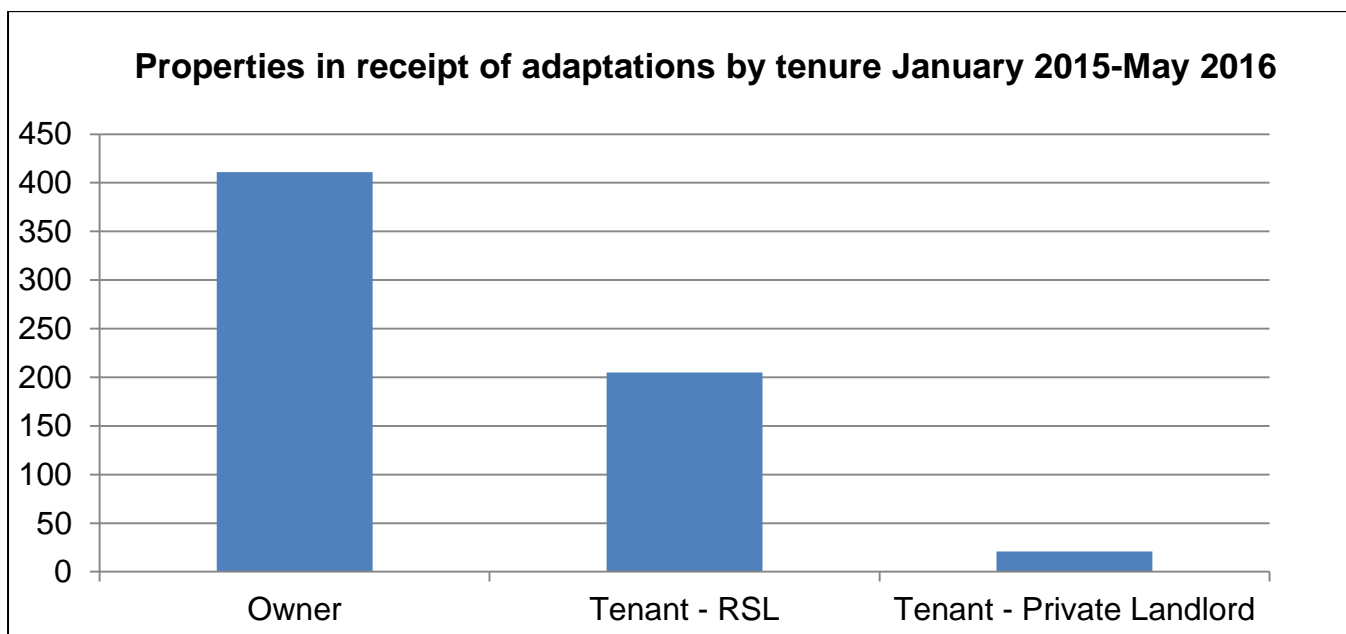
Within Inverclyde, Occupational Therapists carry out assessments for home owners and tenants to adapt their homes to make them more suitable for their needs and to ensure that people can continue to live in their own homes wherever possible. The council provides grants to home owners through the Scheme of Assistance for adaptations to make their properties more suitable where someone in the household is disabled.

The Scottish House Condition Survey (2014) estimates around 14% of the housing stock (5,000 properties) in Inverclyde have an adaptation. Some 26% of pensioner households occupy adapted

properties compared to 32% in Scotland as a whole. As older households are more likely to live in either owner occupied sector or social renting there is likely to be a continuing demand for adaptations services to enable older people to remain independent at home.

There have been 750 individual properties adapted since January 2016 with the most common adaptations carried out to properties being grab rails (353), handrails (106) and wet floor showers (96).

Equipment and adaptations services across all tenures will be comprehensively reviewed to ensure that there is no unnecessary duplication between partners and customers are receiving the same quality of services regardless of the tenure that they occupy. This will also ensure that partners are making the best use of funds at a local level.



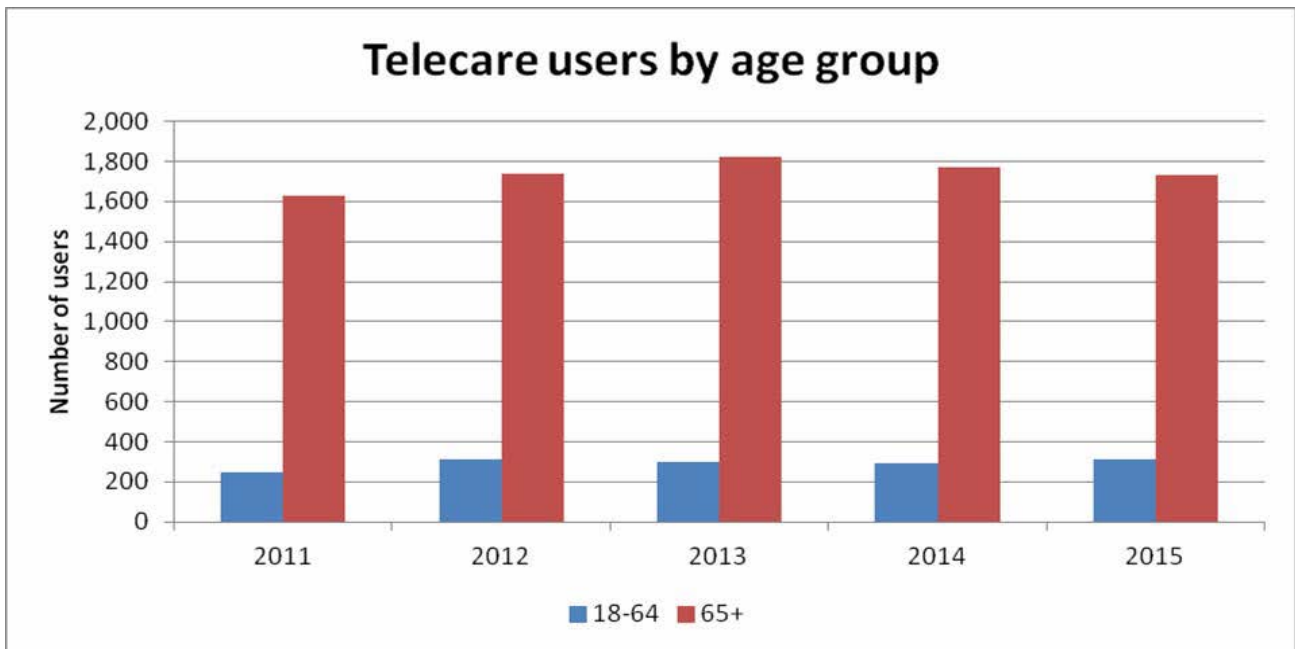
Source: Inverclyde, 2014

Furthermore the Scottish House Condition Survey (2014) estimates that around 5% of households in Inverclyde have a requirement for adaptation. This could amount to approximately 1,939 properties.

Telecare

There has been a shift away from traditional forms of support such as care homes and care at home towards assisted living technologies, such as Telehealth and Telecare, which increase independence. Scotland has made progress in the deployment of Telehealth and Telecare over the past few years, and is recognised by the European Commission as a leader in this field.

The national Telehealth and Telecare Delivery Plan aims to increase provision and improve access to Telecare solutions to help address the challenges presented by the ageing population. Inverclyde council has continued to promote the benefits of these services in order to support independent living. The following table summarises Telecare client numbers in Inverclyde by age group over the last five years.



Source: Scottish Social Care Survey, 2015

Care and Repair

There are problems of poor condition associated with some private sector properties, especially those built pre-1945. The majority of older people are home owners who may be asset rich but income poor. In such circumstances, older homeowners may not be able to afford to pay for necessary maintenance and improvements to their home even though this could improve their quality of life considerably.

The following table shows the number of individual Care & Repair jobs carried out annually since 2011/12. These are broken down by category as advice services, small repair or other works. The number of small repairs has declined year on year until 2015/16.

	2011/12	2012/13	2013/14	2014/15	2015/16
Advice services	61	98	202	65	28
Small repairs works	1,692	1,643	1,651	1,343	1,721
Other works	-	-	14	8	15

Source: Care and Repair Annual Reports, 2011-2016

Substantial numbers of pensioners are living in dwellings with disrepair therefore care and repair, handyperson and trusted trader schemes will enable older home owners to carry out necessary repairs to their properties to continue to live independently.

The National Dementia Strategy highlights the importance of services such as Care and Repair and handypersons services to reduce the level of accidents in the home and preventing the need for hospital admission.

Gypsy Travellers

Gypsy/Travellers have been in Scotland for many centuries and still retain their own cultures and customs. The term gypsy/traveller refers to distinct groups, including Romanies, Scottish, Irish

and Welsh Travellers, who regard the travelling lifestyle as part of their ethnic identity. Gypsy/travellers are recognised in Scotland as an ethnic minority.

Traditionally, gypsy/travellers had specific places a family might return to for generations. These are now often blocked up, have been developed or belong to private landowners. Today, many Gypsy/Travellers live on authorised council/RSL sites, while others live on private sites or in bricks and mortar housing.

When gypsy/travellers are travelling, whether for work or leisure, they may stop over on grass verges, lay-bys, car parks or parks, among other places. Because they are informal, there may not be sanitary or refuse facilities in situ, though some local authorities may provide them if requested. Such sites are often called `unauthorised encampments and this is the main causes of tension between the gypsy/traveller and `settled` population. It is suggested that lack of local authority site provision is the root cause of gypsy/travellers setting up roadside camps or stopping on private land¹⁶.

Inverclyde council has no council or RSL site provision. However, a transit site was considered for Inverclyde in 2013, with various locations proposed. After extensive consultation this proposal was decided against and existing liaison and services are being continued.

Evidence from consultation carried out with gypsy/travellers indicates that there may be a lack of permanent stopping sites in the region with access to amenities such as water, waste and showering facilities. As a result they were always travelling which prevented them from settling in an area, establishing roots in a community and sending children to school. They indicated that there was a demand for transit site provision to allow travellers to stop and access amenities whilst passing through the area.

In recent years, Inverclyde Council together with neighbouring local authorities formed a gypsy traveller working group. This group was established to look at the provision of a transit gypsy/traveller site within one of the local authority areas. Partnership working between local authorities will continue with possible options for a joint authority transit site explored.

The consultation also highlighted issues around tensions with the settled community caused by unauthorised encampments. This highlighted the need to undertake a campaign to promote positive attitudes towards gypsy/travellers amongst key partners and the community.

Travelling Showpeople

Travelling showpeople are a community of self-employed people with a strong distinctive culture, traditions and identity who travel the country, often within extended family groups. Historically, travelling showpeople moved around the country, usually between March and October, attending fairs and living in caravans, on the fairgrounds. During the winter months they lived on vacant land, often rented from Local Authorities.

Many travelling showpeople now live on permanent showpeople sites. These provide a more permanent base to allow their needs to be better met, such as the education needs of their children. Sometimes some family members will live permanently on a site, while others leave during the summer months to attend fairs. The sites are required not just for accommodation but for storage and maintenance of equipment.

Inverclyde currently has no site provision for the travelling showpeople community. At present, there appears to be little demand within this local authority area for such provision. We will continue

¹⁶ Equal Opportunities Committee 1st Report , 2013 (Session 4) *Where Gypsy/Travellers Live*

to monitor demand from the community and will look at suitable options should evidence of a demand transpire.

Supporting Documents

Further evidence to support the development of outcome 3 includes:

- Specialist Provision and Independent Living Evidence Paper for the Local Housing Strategy, 2017-2022
- Gypsy/Travellers in Inverclyde Evidence Paper for the Local Housing Strategy, 2017-2022
- Clydeplan Housing Need and Demand Assessment, 2015
- Inverclyde Housing Contribution Statement, February 2016

Key issues and Priorities

- A growing older population will bring significant challenges for the council and its partners in terms of an increasing demand for provision of suitable housing and housing related services supporting a `shift in the balance of care` and reducing the use of institutional care settings
- There is a need to explore other housing options such as shared equity given 67% of the 10,284 households aged over 65 in Inverclyde lived in the owner occupied in 2014
- There is a need to promote housing support services such as care and repair to enable older people and people with disabilities to maintain their home and health and wellbeing
- There is a need to review Adaptations services across all tenures to ensure that there is no unnecessary duplication between partners and that the customer is receiving the same quality of service irrespective of the tenure that they occupy
- It is important to develop a robust evidence based need and demand to identify specialist housing requirement early in the planning of the Affordable housing Supply Programme.
- There is a need for the council to work closer with health and social care partners and housing providers to ensure that particular needs and design requirements are identified early in the planning process.
- There is a need for more accessible homes and priority should be given to increasing provision in areas where there is an identified shortfall.
- Although most wheelchair users reside in mainstream housing it is important that new build housing accessibility standards across all tenures are maximised as much as possible
- The council, the HSCP and local housing providers must work with care leavers to promote independence and enable tenancy sustainment
- There is a need to investigate the options for providing a supported housing development for young care leavers

What we are doing

- Develop a Youth Housing Statement with a detailed action plan to support delivery of improved services for young people with emphasis on our increasing Corporate Parenting duties
- Develop a protocol for young people leaving care to ensure that homelessness is prevented where practicable
- Consider the feasibility of transitional accommodation for young people leaving care
- Reviewing operational processes for new build developments to ensure that particular needs are identified at an early stage

Outcome 4: Housing and Health,

Vision: to ensure that people are supported to live independently for as long as possible in their own homes and communities

Indicator	Frequency/Type/Source	Baseline (date)	Target		
4.1. Increase the use of technology such as community alarm and telecare to support independent living	Annual/Statistical/HSCP	2,520 (2015/16)	N/A		
4.2. Reduce the requirement for housing adaptations across Inverclyde	Annual/Statistical/HSCP	3% (2015/16)	N/A		
4.3. Increase the number of customers receiving Advice and Information from Care and Repair	Annual/Statistical/Cloch	63 (2015/16)	N/A		
4.4. Increase the number of customers receiving small repairs works from Care and Repair	Annual/Statistical/Cloch	1,705 (2015/16)	N/A		
4.5. Increase the number of households who received adaptations through the Scheme of Assistance	Annual/Statistical/SGReturn	169 (2015/16)	N/A		
4.6. Number of people aged over 65 in long term care (per 1,000 population)	Annual/Statistical/HL1	2 (2015/16)	N/A		
Action	Baseline	Milestone	Target	Timescale	Service/Partner
4.1. Improve the quality and consistency of joint efforts to address housing, health and social care needs of households in Inverclyde		<ul style="list-style-type: none"> Housing Partnership Group responsible for the implementation, monitoring and review of the HCS 	Improved health and social care of homeless people	Ongoing	Inequalities, Migration and Strategic Housing/Andrina Hunter
4.2. Utilising information on needs arising from health and social care integrated into planning arrangements to better estimate specialist housing provision		<ul style="list-style-type: none"> Develop a process for inclusion of Health and Social Care Partners in the Planning processes for the Affordable Housing Supply Programme Locality profiles and JSNA completed with input from housing strategy Housing representation established across health and social care strategic planning and decision making structures Improved information sharing 	Ensure Assessed need is reflected in LHS and SHIP	March 2017 Ongoing March 2017 March 2017	Community Safety/Drew Hall

Action	Baseline	Milestone	Target	Timescale	Service/Partner
4.3. Increase the suitability of existing housing stock in meeting disabled people's needs through provision of adaptations across tenures		<ul style="list-style-type: none"> Undertake a review of Inverclyde's Adaptations services Number of adaptations Undertake gap analysis, including matching need with what is available Review allocations processes with a view to harmonisation where possible 	Understanding supply and how it relates to current and future demand	March 2017	Inequalities, Migration and Strategic Housing/Debbie Maloney
4.4. Develop additional particular needs housing provision in areas where there is an identified shortfall		<p>Set up short life working group to:</p> <ul style="list-style-type: none"> Carry out need and demand assessment for particular needs housing Contribute to review and update need and demand analysis to inform future provision 	Understanding supply and how it relates to current and future demand	March 2017	Inequalities, Migration and Strategic Housing/Joyce Allan
4.5. Improve uptake of care and repair service in Inverclyde		<ul style="list-style-type: none"> Increase awareness of care and repair service across Inverclyde Improve joint working across services Explore the opportunity to widen the scope of the small repairs service to include other tenures 	Complete	2022	Community Safety/Drew Hall
4.6. Improve housing advice and information services for older people and those with particular needs		<ul style="list-style-type: none"> Explore opportunities for training and development of Occupational Therapy Service Development of targeted housing options advice add information 	Complete	2022	Community Safety/Drew Hall
4.7. Reducing isolation and poor mental health for older residents in Inverclyde		<ul style="list-style-type: none"> Improved signposting Working with the 3rd sector to create opportunities for residents 		Ongoing	All
4.8. Creating dementia friendly housing services for residents of Inverclyde		<ul style="list-style-type: none"> Implementing dementia awareness training across frontline staff Utilising dementia friendly design across FMI/sheltered housing stock 		Ongoing	All

Action	Baseline	Milestone	Target	Timescale	Service/Partner
4.9. Using telehealth/telecare to enable older people to remain independent at home for longer		<ul style="list-style-type: none"> Consider opportunities for introducing ADL Smartcare in Inverclyde Consider prioritisation schedule for PD to see if it offers a model for other circumstances. Review approaches to Resource Allocation Groups and make recommendations that will enable more strategic approach and include housing resources 	Move away from silo/care group approach, towards cross-cutting opportunities	March 2017	Inequalities, Migration and Strategic Housing/Andrina Hunter
4.10. Improve housing outcomes across a range of measures for young people		<ul style="list-style-type: none"> Produce youth housing statement Consider the housing needs of young people experiencing pregnancy and parenthood Improved communication between housing and partners to ensure that the housing and support needs of young people experiencing pregnancy and parenthood are met Develop a protocol for young people leaving care 	Better outcomes for young people	March 2017	Inequalities, Migration and Strategic Housing/Andrina Hunter
4.11. Consider feasibility of transitional accommodation for young people leaving care		<ul style="list-style-type: none"> Young care leavers are able to make the first step towards independence Ongoing support and supervision to assist in the development of independent living skills Increased tenancy sustainment 	Improved outcomes for young people	March 2017	Inequalities, Migration and Strategic Housing/Andrina Hunter
4.12. Undertake a campaign to promote positive attitudes towards gypsy/travellers amongst key partners and the community		<ul style="list-style-type: none"> Work with our partners to develop a campaign and materials 		March 2017	

Outcome 5: Affordable warmth and Climate Change

To tackle fuel poverty and contribute to meeting climate change target

Progress made during the LHS 2011-2016:

- Successful completion of the **Scottish Housing Quality Standard (SHQS)** programme which will improve the energy efficiency of housing stock
- Installation of £7m biomass and gas district heating system in Broomhill to reduce heating costs, combat fuel poverty and reduce carbon emissions for 555 residents
- Promotion of energy advice to Inverclyde residents to reduce levels of fuel poverty and improve energy efficiency through **iHEAT**
- Scottish Government funding secured to improve the condition of houses, improving their energy efficiency and reducing carbon emissions:
 - From 2013/14 to 2016/17, 1717 households have benefited across all tenures

LHS Context

Climate change and fuel poverty are key priorities for Scottish Ministers. The Scottish Government is committed to the target that by the end of November 2015, as far as is reasonably practicable, no-one in Scotland is living in fuel poverty. The Climate Change (Scotland) Act 2009 requires Scottish greenhouse gas emissions to be reduced by 42% by 2020 and at least 80% by 2050, compared to 1990 levels.

Local Authorities can make an important contribution to the achievement of the Scottish Government's fuel poverty and climate change targets. Through both their strategic role and their wealth of local knowledge and local action they have a significant part to play in ensuring that people live in warm, dry, energy efficiency, low carbon homes which they can afford to heat.

In 2007, Inverclyde council signed Scotland's Climate Change Declaration which made provisions for the council to respond effectively to the implications of climate change. Inverclyde council responded to this through the Single Outcome Agreement by committing to deliver an Inverclyde in which:

"All children, citizens and communities play an active role in nurturing the environment to make the area a sustainable and desirable place to live and visit"

To embed action to reduce impacts on climate change in strategy, the council has developed Carbon Management Plans. These detail what the council's carbon footprint is, set carbon reduction targets and state how the target will be achieved. A Carbon Management Group has been established which meets regularly to discuss progress, projects and ideas to reduce the council's carbon footprint.

There is a corporate commitment within Inverclyde's Community Plan to ensure the environment is protected and enhanced for future generation, with one of the lowest carbon footprints, per capita, of any local authority area in Scotland.

Through the Local Housing Strategy, the council and its partners directly contribute to the Fuel Poverty and Climate agendas. The Strategic Housing Outcomes within the Local Housing Strategy 2017-2022 that contribute to delivering the outcomes outlined above are:

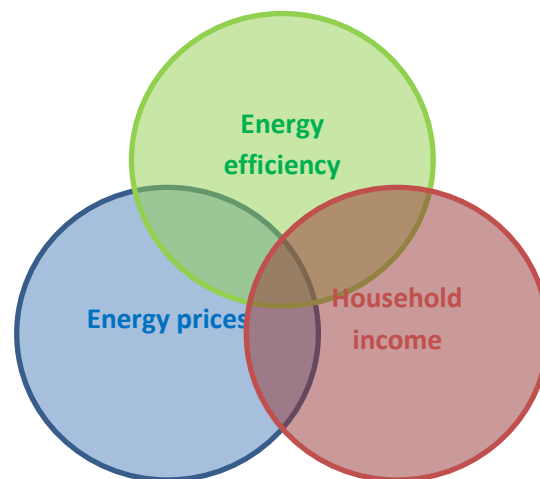
- To ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres
- To tackle fuel poverty and contribute to meeting climate change target
- To improve stock condition across all sectors

Fuel Poverty

The Scottish Government set out its definition of fuel poverty as the proportion of household income required to heat a home to an adequate level. Therefore a household is in fuel poverty if it would be required to spend more than 10% of its income to on all household fuel use.

The current accepted, satisfactory heating regime means achieving for elderly and infirm households a temperature of 23°C in the living room and 18°C in other rooms, for 16 hours in every 24. For other households a temperature of 21°C in the living room and 18°C in other rooms should be achieved, for a period of 9 hours in every 24 (or 16 in 24 over the weekend) – with 2 hours being in the morning and 7 hours in the evening.

The Scottish Government Fuel Poverty Statement identifies three main factors that influence the level of fuel poverty:



The definition of fuel poverty and its inter-dependence with these factors means that a household can move into, or out of fuel poverty at different times and for a variety of different reasons. A household may be brought into fuel poverty when fuel prices rise, but leave fuel poverty when these fall.

Evidence

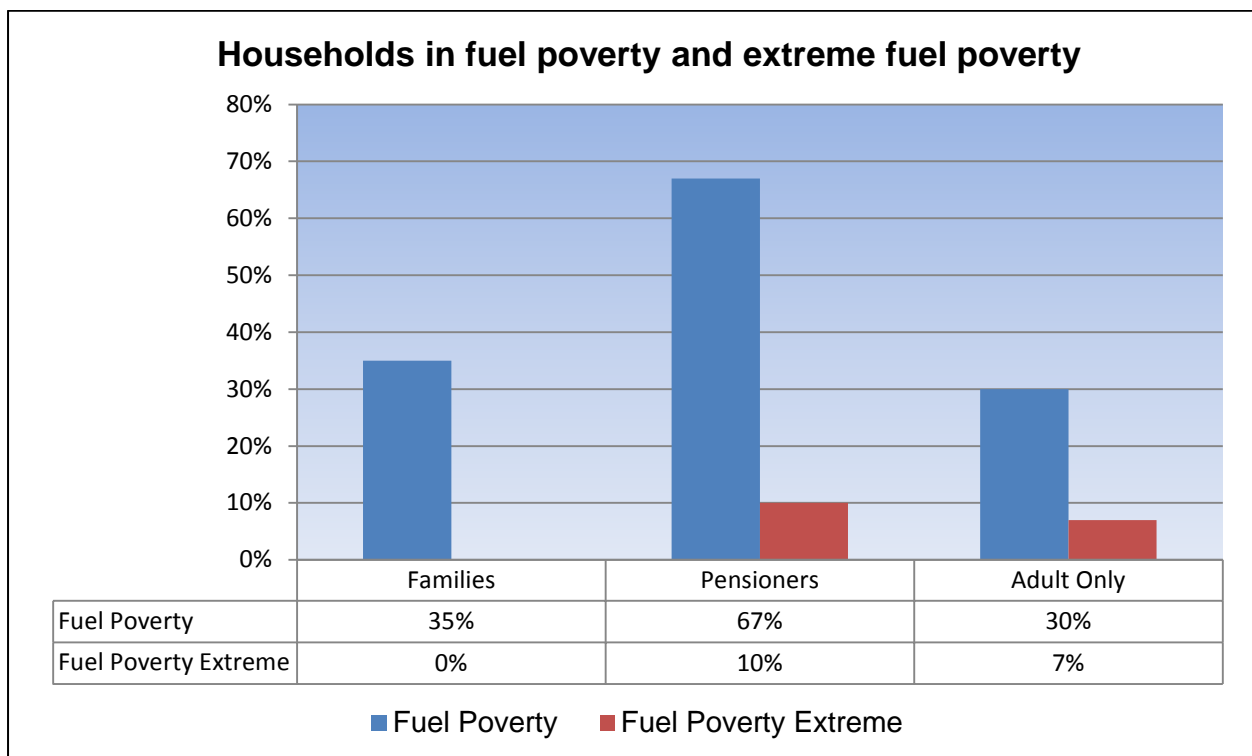
Household Characteristics

Inverclyde is home to 79,860 people or 37,384 households¹⁷. The greatest proportion of households are ‘adult only’ which make up 41% of all households, equal to the Scottish average, with Pensioners (33%) making up a further significant proportion.

Across Scotland the household type affected most by fuel poverty is pensioners (51%). This is reflected in Inverclyde but with a greater proportion (67%) of pensioner households in fuel poverty. There are approximately 15,800 (43%) households in fuel poverty across Inverclyde and of those

¹⁷ 2012-based population projections, 2014

2,100 (6%) are in extreme fuel poverty. Families are the second most affected group with 35% and adult only households have around 30%¹⁸.



Source: Scottish House Condition Survey (2012-14), Scottish Government

This indicates that Inverclyde’s ageing population is likely to have increased the number of fuel poor households and this is likely to continue to increase in the short term.

The tenure distribution of households affected by fuel poverty across Inverclyde indicates that a greater proportion of owner occupiers (47%) are fuel poor in comparison to social rented tenants (41%). This trend is also reflected in the extreme fuel poverty figures which show that a higher proportion of owner occupiers (9%) are in extreme fuel poverty in comparison to social housing households (2%).

Deprivation and Income Poverty

Economic inactivity and deprivation can also be evidenced as a contributing factor to fuel poverty. Deprived and vulnerable households are more likely to live in energy inefficient housing, and less likely to have the resources or the resilience to deal with the negative impacts of cold homes and reduced income.

Of the 114 datazones within Inverclyde, 12 fall within the 5% most deprived accounting for approximately 4% of Scotland’s most deprived datazones. Deprivation is made up of seven indicators including income which is one of the most influential and highlights that households within these datazones are at greater risk of fuel poverty due to lower income levels. This suggests that an estimated 7,217 people living within these 12 datazones are at a greater risk of fuel poverty due to lower income levels¹⁹ (Appendix C).

A contributing factor to fuel poverty in recent years is that energy prices have generally increased above inflation to a point that households previously unaffected are now at risk from fuel poverty.

¹⁸ Scottish House Condition Survey 2016

¹⁹ Scottish Index of Multiple Deprivation, 2012

The average electricity bill in Inverclyde is just under £600 per annum and the average gas bill is £700 per annum, with average incomes in the region of £23,979²⁰. This means that on average households in Inverclyde are spending 5.7% of their income on energy costs. However the annual cost of domestic energy cannot be considered in isolation as this alone does not indicate fuel poverty.

Affordable warmth is likely to remain a key challenge within Inverclyde. Pressures on household income and utility costs are both areas over which the local authority and its partners have little direct influence. The introduction of Universal Credit is likely to have a significant impact on tenants and residents in terms of household income resulting in a demand for advice services and preventative work to assist household to manage their bills.

Scottish Housing Quality Standard (SHQS)

The council and its partners have made significant investment to improve the energy efficiency of stock with substantial sums set aside each year to undertake energy efficiency works. Furthermore, there was significant investment in heating replacement and boiler renewal as well as servicing and maintenance of heating systems to ensure they operate effectively.

The Annual Return on the Charter (2015) indicated that as at 31st March 2015 23.8% of RSL stock was failing SHQS. This stock was owned by River Clyde Homes, the largest social housing provider in the area, who have large numbers of tenements which are `hard to treat`.

Energy Efficiency

The SHCS 2012-14 estimates that the average SAP rating in Inverclyde is 64.3 which is within the top ten local authorities in terms of SAP performance. In terms of energy efficiency of the housing stock the highest performing sector is social renting. The social housing sector within Inverclyde has a mean SAP rating of 67.0 compared to the owner occupied sector which has a mean SAP rating of 64.2²¹.

Inverclyde appears to perform favourably in comparison to the whole of Scotland in relation to poor energy efficiency by dwelling characteristics with 2% of all having an F or G rating compared to 4% for Scotland. This may be due to Inverclyde having a lower proportion of properties off the gas grid and less than 100mm of loft insulation and a higher proportion of properties with full central heating systems.

The private sector poses a challenge in terms of energy efficiency, particularly as there are very little incentives. The Scottish government has set up the Regulation of Energy Efficiency in Private Sector Homes (REEPS) working group, to consider the issues around regulation. This group plans to implement the introduction of energy efficiency standards to be met before selling or letting a property. This will almost certainly result in an increase in owners and landlords seeking advice, as well as a potential effect on the local housing market.

Supporting Documents

Further evidence to support the development of outcome 5 includes:

- Affordable Warmth, Energy Efficiency and Climate Change Evidence Paper for the Local Housing Strategy, 2017-2022

²⁰ Department of Energy and Climate Change Statistics, 2016

²¹ Scottish House Condition Survey 2012-14, Scottish Government

- Inverclyde Carbon Management Plan, 2012-2017

Key issues and Priorities

- The introduction of Universal Credit is likely to have a significant impact on tenants and residents in terms of household income resulting in a demand for advice services and preventative work to assist households to manage their bills
- The private sector accounts for 73% of all stock and this poses a challenge as there are very little incentives for the private sector to increase energy efficiency, particularly within hard to treat properties
- The Regulation of Energy Efficiency in Private Sector Homes (REEPS) working group plans to implement the introduction of energy efficiency standards to be met before selling or letting a property. This will almost certainly result in an increase in owners and landlords seeking advice, as well as a potential effect on the local housing market
- There is a need for targeted information and advice to older social rented tenants and home owners
- There is a need to target and align existing funding to maximise funding streams such as HEEPS: ABS to improve the levels of engagement from home owners
- There is a need to continue to investigate the use of district heating systems as a means of affordable heat whilst delivering overall carbon reductions within Inverclyde
- Climate Ready Clyde indicate an increase in rainfall and incidence of adverse weather will impact on infrastructure such as roofs, gutters, drain pipes and water run offs which has potential to lead to damp and condensation issues
- Private sector disrepair is more problematic and improvements in this sector in relation to energy measures are progressing at a much slower rate
- We will continue to work with our partners to contribute to meeting the council's Climate Change Declaration

What we are doing

- Continue to invest in stock to ensure that housing stock meets SHQS beyond 31st March 2015, with the new Energy Efficiency Standard for Social Housing (ESSH) replacing one of the five energy efficiency elements within the SHQS
- Promote income maximisation to assist households to improve energy efficiency of their home, reduce domestic carbon emissions and contribute to reducing fuel poverty in Inverclyde
- All new build affordable homes meet minimum energy efficiency standards
- Access government resources to fund energy projects to improve the energy efficiency of home in Inverclyde
- Actively promote energy advice and information services to households in Inverclyde
- Carry out research to develop our understanding of the key issues impacting on fuel poverty in Inverclyde
- Assisting in delivery of the Councils Carbon Management Plan, 2012-2017

Outcome 5: Affordable Warmth and Climate Change

Vision: to tackle fuel poverty and contribute to meeting climate change target

Indicator	Frequency/Type/Source	Baseline (date)	Target		
5.1. Reduce the percentage of households in fuel poverty in Inverclyde	Annual/Statistical/SHHS	38% (2015/16)	34.9% (national average)		
5.2. Reduce the percentage of households in extreme fuel poverty in Inverclyde	Annual/Statistical/SHHS	4% (2015/16)	8% (national average)		
5.3. Maximise the number of HEEPS/ABS measures installed in the private sector	Annual/Statistical/SHHS	217 (2015/16)	N/A		
5.4. Reduce the percentage of dwellings with an Energy Efficiency Rating of F or G	Annual/Statistical/SHHS	2% (2015/16)	0%		
5.5. Reduce the percentage of dwellings with less than 100mm of loft insulation	Annual/Statistical/SHHS	5% (2015/16)	0%		
5.6. Achieve the Energy Efficiency standard for Social Housing 2020 target	Annual/Statistical/SHHS	Establish baseline			
5.7. Number of iHEAT home visits made to provide energy advice and support	Annual/Statistical/SGO	1,298 (2015/16)	N/A		
5.8. Actual savings made for iHEAT customers	Annual/Statistical/SGO	£370,739	N/A		
Action	Baseline	Milestone	Target	Time scale	Service/Partner
5.1. Continue to mitigate the impacts of climate change in relation to housing by improving energy efficiency of homes and meeting improved new build standards		<ul style="list-style-type: none"> Meeting EESSH requirements for social rented stock All RSL new build units to meet silver energy efficiency standard Promotion of energy awareness across all tenure Encourage residents of Inverclyde to live sustainably through reducing, reusing and recycling 	Mitigate impact of climate change	2022	All
5.2. Review findings and implication of climate ready clyde to enable planning for the future		<ul style="list-style-type: none"> Consider implementation of recommendations outlined in Climate Ready Clyde for Housing Strategy where appropriate 	Complete Review	2022	Community Safety/Drew Hall

Action	Baseline	Milestone	Target	Timescale	Service/Partner
5.3. Develop an understanding of the key issues impacting on fuel poverty in Inverclyde		<ul style="list-style-type: none"> Undertake fuel poverty study 	Complete	2018	Community Safety/Drew Hall
5.4. Effectively target available funding to improve the energy efficiency of homes.		<ul style="list-style-type: none"> Reduction in households within Scottish House Condition Survey in fuel poverty and extreme fuel poverty. Access funding to enable delivery of energy programme 	Complete	Annual	Community Safety/Drew Hall
5.5. Actively promote energy advice and information services		<ul style="list-style-type: none"> Attend iHEAT steering group; work with partners to improve energy information and advice provision and improve sign-posting of services; and secure funding for information and advice services 	Complete	Annual	Community Safety/Drew Hall
5.6. Participate in the completion of the Climate Change Declaration and monitor relevant actions contained within the Carbon Management Plan		<ul style="list-style-type: none"> Support and engage with Carbon Management Group Communicate LHS performance to the Group 	Complete	Annual	Community Safety/Drew Hall

Outcome 6: Improving housing quality

To improve stock condition across all tenures

Progress made during the LHS 2011-2016:

- Successful completion of the SHQS programme that included internal works such as new kitchens, bathrooms and heating systems as well as external fabric improvements to social rented stock
- The provision of practical support, advice and assistance to older and disabled home owners and private tenants through **Care and Repair**:
 - Small repairs completed through handyperson service
 - Provision of Equipment and Adaptations
- The registration of almost 3,200 private sector landlords through the **Landlord Registration Scheme**
- During a one-year project, training was provided to over 100 private landlords to improve their knowledge of legislative requirements and good practice
- Survey of 3,200 landlords to assess their future aspirations and intentions
- A Housing Renewal Area policy was adopted by the Council
- Implementation of Clune Park Regeneration Plan is ongoing and remains a priority for the Council

LHS Context

Housing quality and condition can impact on the look and perception of an area, health and general wellbeing. National policy is driven by the evidence of the nature of private sector housing across Scotland. Too many houses in Scotland are in poor condition, most of which are in the private sector. The result is large numbers of badly maintained housing which results in poor living conditions and declining communities which will create bigger problems for the future.

In terms of stock quality, social landlords are required to meet the Scottish Housing Quality Standard (SHQS) to ensure all social housing achieves a minimum level of housing quality, including energy efficiency. Therefore improving housing conditions across all tenures continues to be a priority for the LHS.

The council is not currently involved in pro-actively identifying properties that fail the tolerable standard and this is by its very nature extremely difficult. At present BTS dwellings are primarily identified following contact from the owner, tenant or neighbour.

Where an assessment of a property confirms it as being below Tolerable Standard the Public Health and Housing Team will provide practical support, advice and assistance to encourage the owner to carry out works and bring the property up to standard.

Private Sector

Repair and Maintenance Strategy

The practice of arranging repair work to houses following default statutory notices has ceased due to escalating costs of repairs to the council and the increasingly litigious response by residents. As a result the council's role has been much more productive in facilitating and supporting property owners in the maintenance and repair of their own property.

The service of statutory notices can be pursued in appropriate circumstances where merited or required by legislation. However these will be used as a last resort only.

Missing Shares can be provided to cover non-paying owners' shares of common maintenance and repair works once a statutory process have been followed.

Repayment charges give the local authority the power to place a repayment charge on a title to a property to allow recovery of any costs incurred in enforcing a work notice or maintenance plan, or to recover a missing share paid into a maintenance account.

The 2006 Act requires private landlords to ensure that any properties being let out meet the **Repairing Standard**. If any property subject of a private lease does not meet the standard, tenants are required to initially inform their landlord of the disrepair allowing the landlords the opportunity to carry out works. If the landlord fails to carry out works the tenant can take their case to the First-tier Tribunal for Scotland (Housing and Property Chamber) for consideration of the case. The Housing (Scotland) Act 2014 introduced changes that allow the council to make a referral to the tribunal on a tenant's behalf from June 2016.

The aim of compliance and enforcement arrangements are to ensure safety standards for residents, businesses and visitors of Inverclyde therefore the extent of any enforcement action will be largely dependent on the potential impact on the health and safety of the property residents and the general public as well as resource availability.

Advice and Assistance

There may be various reasons why owners cannot progress with works without assistance including: lack of knowledge of the problem, complex title conditions or low income. Therefore owners with properties in disrepair continue to require assistance to address the issues presented. The council will continue to provide home owners with information and advice and practical and technical assistance. Financial assistance is very limited and only available in specific circumstances.

The Public Health & Housing team within Safer & Inclusive Communities Service can assist with housing problems on an individual basis where the occupier is suffering as a result of disrepair providing information and advice to co-owners to help them maintain their property. They can provide information and advice on the following:

- The condition of private sector housing stock in Inverclyde
- Progressing having repairs carried out
- Licensing of houses in multiple occupation which are houses where three or more unrelated people are resident
- Property enquiry certificates
- Housing standards and conditions
- Closing and demolition orders

Providing a range of assistance empowers owners to carry out works themselves and will help the council to assist more people in honouring their maintenance and repair obligations. Over the last five years the council's Scheme of Assistance has provided financial assistance of just over £154,020 to owners to help them improve the condition of their homes and address substandard and BTS housing.

The Scheme of Assistance will continue to be reviewed to take account of external factors including changes to legislation, resources and title complexities impacting on the ability of owners to carry out works.

Housing Renewal Areas

The Housing (Scotland) Act 2006 gives local authorities discretionary powers to deal with sub-standard housing that is affecting the impact of the area and people living there which may include use of Housing Renewal Area (HRA) Powers.

In practice the assessment process will identify areas of housing which may not be appropriate for HRA but will require targeted intervention to address declining standards. This may range from advice and information to legislative enforcement in line with the overall repair and maintenance strategy.

Private Rented Sector

The number of private rented properties has increased more than any other tenure over the past 5 years however lack of up to date local information on property condition within the private rented sector makes it difficult to quantify the issues.

There are significant numbers of tenement blocks across the authority in poor condition. It is typical of these blocks to have high numbers of absent owners, with many in negative equity. The council will continue to review options for addressing issues of poor management in areas with high concentrations of private sector properties.

Mixed tenure block and large scale common blocks are an issue for tenants, owners, private landlords and the council as it can be difficult to progress necessary investment works due to non-engagement, unwillingness or inability to participate. Furthermore a lack of factoring arrangements for common areas can cause further problems in many areas.

The issues presented by the large scale common blocks within the Inverclyde area will continue to be explored and options put in place to allow owners to help themselves through consultation and the sharing of information and through providing support to assist in changing unworkable title conditions where these are presenting a problem to owners wishing to progress work.

Private Landlord Registration

Landlord Registration has been in force since 2006 with the original purpose being to provide local authorities and members of the public with a list of private landlords in their area, or for local authorities to ensure that they were fit and proper to let property.

The scheme aims to protect tenants and their neighbours from the impact of antisocial behaviour and mismanaged property. As at 16th May 2016 there were 3,163 landlords registered in Inverclyde with a combined total of 5,825 registered properties.

The majority of landlords and agents behave in a proper manner and are assisting in the councils' objective to support good quality housing and proper management in this sector. However a small number of landlords and agents are failing to perform to an acceptable standard in their compliance

with housing legislation. In view of this the council intends to review and revise its approach to dealing with that small minority.

Houses in Multiple Occupation (HMO)

The HMO market is one area in particular which has seen changes over the last few years. The number of HMOs has reduced as a result of the impact of the financial climate and changes in employment and education patterns locally, though the numbers involved were small. The tightening of the implementation of the legislation may impact on the supply of HMO's but also drive up standards.

There is an officer in post who is involved in following up on those eligible properties which do not yet have licences. This has had the effect of improving the information available to landlords in relation to the requirements for an HMO license.

Social Rented Sector

Scottish Housing Quality Standard

In order to consider social stock quality in more detail it is important to consider SHQS compliance of RSLs operating in Inverclyde. The Annual Return on the Charter (2015) indicated that despite significant investment as at 31st March 2015 23.8% of all social housing stock was failing SHQS.

These dwellings are owned by River Clyde Homes, the largest social housing provider in the area. A large scale project is underway including around 435 tenants (in abeyance) and 134 owners in Broomhill scheduled to complete in 14 months. An options appraisal was undertaken for a further 48 units comprising of 4 low rise tower blocks and the consultation process with tenants and owners was carried out in autumn 2016.

Another 61 units are in abeyance as there is no gas infrastructure to allow the installation of gas central heating. However these properties, even with gas installation will fail the new EESSH standard due to energy efficiency. River Clyde Homes have developed a programme to tackle all EESSH failure within these properties by 2018. They are expecting to start this programme of work in spring 2017 with the ambitious target of achieving EESSH compliance by 2018.

A further 108 kitchen and bathroom installations are in abeyance due to no access. An installation programme has been developed and River Clyde Homes hopes to start installation over the next year.

River Clyde Homes will carry out a robust survey on all of the EESSH failures identified through their Asset Management System APEX. This information will be used to deliver a targeted programme of works with a budget of circa £10m. It is anticipated that a further £3m will be secured from ECO funding but this is reliant on robust energy survey information. A further £1m will be secured from an interest free Energy Savings Trust loan which if successful will help to accelerate the EESSH surveys required.

Supporting Documents

Further evidence to support the development of outcome 6 includes:

- Affordable Warmth, Energy Efficiency and Climate Change Evidence Paper for the Local Housing Strategy, 2017-2022
- Private Sector House Condition Evidence Paper for the Local Housing Strategy, 2017-2022
- Private Rented Sector Evidence Paper for the Local Housing Strategy, 2017-2022
- Inverclyde Scheme of Assistance

Key issues and Priorities

- Substantial investment required, particularly for pre-1919 tenements and 1950s ex local authority properties that have received little investment
- The long term viability of properties in some areas must be considered to determine if investment, demolition or re-provisioning would be the best course of action
- There is a need for improvement of the condition and management standards in the private rented sector
- Continue to work in collaboration with RSL and partners to ensure a joined up approach to tackling energy improvements in areas most in need
- There is a need to provide home owners/landlords with more advice, information and advocacy for property owners through schemes such as trusted trader
- There is a need to update local information on property condition within the private sector makes to enable us to accurately quantify issues
- Title complexities and a lack of factoring arrangements can inhibit progress in relation to repairing common areas
- Owners unwilling to consider releasing equity within their homes to enable them to carry out repairs where no other funding is available
- Mixed tenure blocks are an issue for tenants, owners, private landlords and RSLs as it can be difficult to progress necessary investment works due to non-engagement and unwillingness or inability to participate

What we are doing

- Continue to ensure that all RSL homes comply with Scottish Housing Quality Standard (SHQS)
- Prioritise SHQS abeyances within survey programme and ongoing SHQS management procedures
- Continue to work towards EESSH targets
- Explore external funding opportunities to improve stock condition and amenity of areas across tenures
- Continue to assist owners through the Scheme of Assistance as required
- Contribution to the development of `Under One Roof` national website which is being developed by Scottish Housing Best Value Network to inform and engage owners of all types of properties to maintain and improve their buildings

Outcome 6: Improving housing quality

Vision: to improve stock condition across all sectors

Indicator		Frequency/Type/Source	Baseline (date)	Target		
6.1.	Maximise the number of landlords registered through the Landlord Registration Scheme	Annual/Statistical/LLord Registration	3,163 (2015/16)	N/A		
6.2.	Social landlords meet and maintain the Scottish Housing Quality Standard	Annual/Statistical/ARC	93% (excluding abeyances)	100%		
6.3.	Increase the amount of grant assistance received through the Scheme of Assistance	Annual/Statistical/PHH	£5,492 (2015/16)	N/A		
6.4.	Maximise the number of third party referrals for poor quality house condition in the private rented sector to the Housing and Property Chamber	Annual/Statistical/PHH	Establish Baseline	N/A		
Action	Baseline	Milestone	Target	Timescale	Service/Partner	
6.5.	Ensure continued compliance with the Scottish Housing Quality Standard (SHQS) and reduce SHQS abeyances	<ul style="list-style-type: none"> Future programmes of work based on ensuring compliance 	100% subject to exemptions	Annual	RSL	
6.6.	Ensure compliance with the Energy Efficiency Standard for Social Housing (EESH) as detailed within the SHQS	<ul style="list-style-type: none"> Future programmes of work based on ensuring continued compliance 	100%	2020	RSL	
6.7.	Increase the number of owners assisted through the Scheme of Assistance	<ul style="list-style-type: none"> Review options to further encourage owner participation in RSL led mixed tenure investment programmes Continue to review the SOA and assess implications of Housing (Scotland) Act 2014 		Annual	Community Safety/Drew Hall	
6.8.	Develop an understanding of the key issues impacting on private rented tenants in Inverclyde	<ul style="list-style-type: none"> Undertake private rented sector tenants survey 	Complete	2018	Community Safety/Drew Hall	

Action	Baseline	Milestone	Target	Timescale	Service/Partner
6.9. Improve quality of private rented sector accommodation and landlord services		<ul style="list-style-type: none"> • Work with landlords to raise standards in the PRS • Actively promote advice and assistance to private landlords to improve property condition and energy efficiency • Promote and encourage proper routine maintenance by landlords and other owners • Implement Private Rented Landlord Conference to improve information sharing • Develop a Fit and Proper person test assessment criteria 		Annual	Community Safety/Drew Hall
6.10. Improve poor house condition in the private sector		<ul style="list-style-type: none"> • Develop a policy regarding 3rd party reporting to refer to the Housing and Property Chamber to support vulnerable private sector tenants. • Raise awareness of the role of the Housing and Property Chamber in dealing with landlords of poor quality housing • Ensure evidence is available to support appropriate action against landlords who fail to repair • Support RSLs in remedying communal area disrepair in mixed tenure blocks • Work with partners to introduce a trusted trader scheme • Promote and encourage proper routine maintenance by owners 		Annual	Community Safety/Drew Hall

4. Supporting Documentation

Consultative Draft LHS published in October 2016

Strategic Housing Investment Plan 2017/18-2021/22

Local Housing Strategy Equality Impact Assessment

Evidence Papers informing the development of the LHS 2017-2022:

- Affordable Warmth, Energy Efficiency and Climate Change
- Gypsy/Travellers in Inverclyde
- Housing Needs in Inverclyde
- Housing Supply Target
- Preventing Homelessness in Inverclyde
- Private Rented Sector
- Private Sector House Condition
- Specialist Provision and Independent Living
- Sustainable Places

Housing Contribution Statement

Scheme of Assistance

Greenock Town Centre Action Plan

Port Glasgow Town Centre Action Plan

The Clydeplan Housing Need and Demand Assessment

Available on the Strategic Development Planning Authority website at:

www.clydeplan-sdpa.gov.uk

Consultation Reports:

Consultation Report

Reports from LHS Stakeholder Events

5. Glossary

Action

A task that is to be carried out.

Affordable Housing

Affordable housing includes social rented, affordable rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. It can be a new-build property or a private sector property that has been purchased for use as an affordable home.

Annual Return on the Charter (ARC)

Social landlords must provide the Scottish Housing Regulator (SHR) with an ARC return by the end of May each Year. The ARC reports our performance information to the SHR against the charter outcomes and includes contextual data relating to stock.

Below Tolerable Standard (BTS)

The tolerable standard is a very basic level of repair that your home must meet if it is to be fit to live in.

Care and Repair

A scheme for home owners and private renters. It helps the elderly and people with disabilities by providing information and assistance with regard to repairs and improvements to their homes.

Clydeplan Housing Need and Demand Assessment (Clydeplan HNDA)

Research which informs the development of Local Housing Strategies and Local Development Plans.

Community Planning

A plan which councils have a legal duty to produce to support and improve social, economic and environmental interests of their areas.

Energy Efficiency Standard for Social Housing (ESSH)

ESSH has been developed to help improve the energy efficiency of the social housing stock in Scotland.

Fuel Poverty

Is where a household, in order to keep their home comfortably warm, spend more than 10% of their income on fuel.

HEEPS:ABS

Home Energy Efficiency Programmes for Scotland: Area Based Schemes.

Housing Market Partnership

A core group of housing and planning officials that oversee the development, production and sign-off of the HNDA.

Housing Need and Demand Assessment (HNDA)

Research to assess the need and demand for housing in an area in terms of affordability and whether there is enough housing of the right size and type within locations people want to live.

Housing Renewal Area (HRA)

A designated area where the council has assessed that a significant number of houses are substandard, or that any house is adversely affecting the appeal of the area.

Income Maximisation

A service which helps households by making sure they are claiming all the benefits and receiving all the money that they are entitled to.

Local Development Plan (LDP)

The LDP sets out policies and proposals for the use, development and protection of land in our area.

Joint Strategic Needs Assessment (JSNA)

An assessment and forecast of needs to enable investment to be linked to all agreed desired outcomes which will inform strategic planning of future services.

Owner Occupation

This refers to home owners who live in their properties.

Private Sector

In terms of housing, this includes owner-occupation and the private rented sector.

Right to Buy (RtB)

The right for certain social housing tenants to buy the home they are living in.

Registered Social Landlord (RSL)

A `not for profit` Housing Association or Cooperative that is registered with the Scottish Housing Regulator. These organisations aim to provide good, low

cost accommodation for people who need it.

Scheme of Assistance (SOA)

The scheme aims to encourage home owners to take more responsibility for the condition of their homes and to ensure that private housing in Scotland is kept in a decent state of repair, through the provision of advice and assistance.

Scottish Housing Quality Standard (SHQS)

A standard set by the Scottish Government that defines good acceptable housing. All Council and Housing Association properties must achieve and maintain this standard from 2015.

Shared Equity

Shared equity helps people on a low to moderate income to buy a home. When you buy a shared equity home you pay for the majority of the equity in the property and the Scottish Government pays for the rest.

Sheltered Housing

This is housing intended specifically for older people, usually over 60. The

housing tends to be in a scheme of about 20 to 40 self-contained flats or bungalows.

Single Outcome Agreement (SOA)

An agreement between a community planning partnership and the Scottish Government that sets out how each will work in towards improving outcomes for people who live in the area by finding solutions.

Social Rented Sector

This includes both council and housing association homes.

Stakeholder

An individual or group that affect or can be affected by the actions of the strategy.

Strategic Housing Investment Plan (SHIP)

A plan for prioritising affordable housing development to meet housing demand.

Strategy

A plan of action(s) designed to achieve a particular goal.

Tenancy Sustainment

Inverclyde Council define this as a tenancy which lasts longer than a year. Tenancies shorter than this are classed as `not sustained`.

Tenure

Is the circumstance under which households have the right to occupy a property such as home ownership or renting.

Tolerable Standard

The standard which a home in any tenure is measured against to ensure they are fit to live in. Housing that falls below this is known as Below Tolerable Standard (BTS).

Universal Credit

A welfare benefit launched in the UK in 2013 to replace six means-tested benefits and tax credits: Jobseeker's Allowance, Housing Benefit, Working Tax Credit, Child Tax Credit, Employment and Support Allowance and Income Support.

Appendix A: National Policy Context

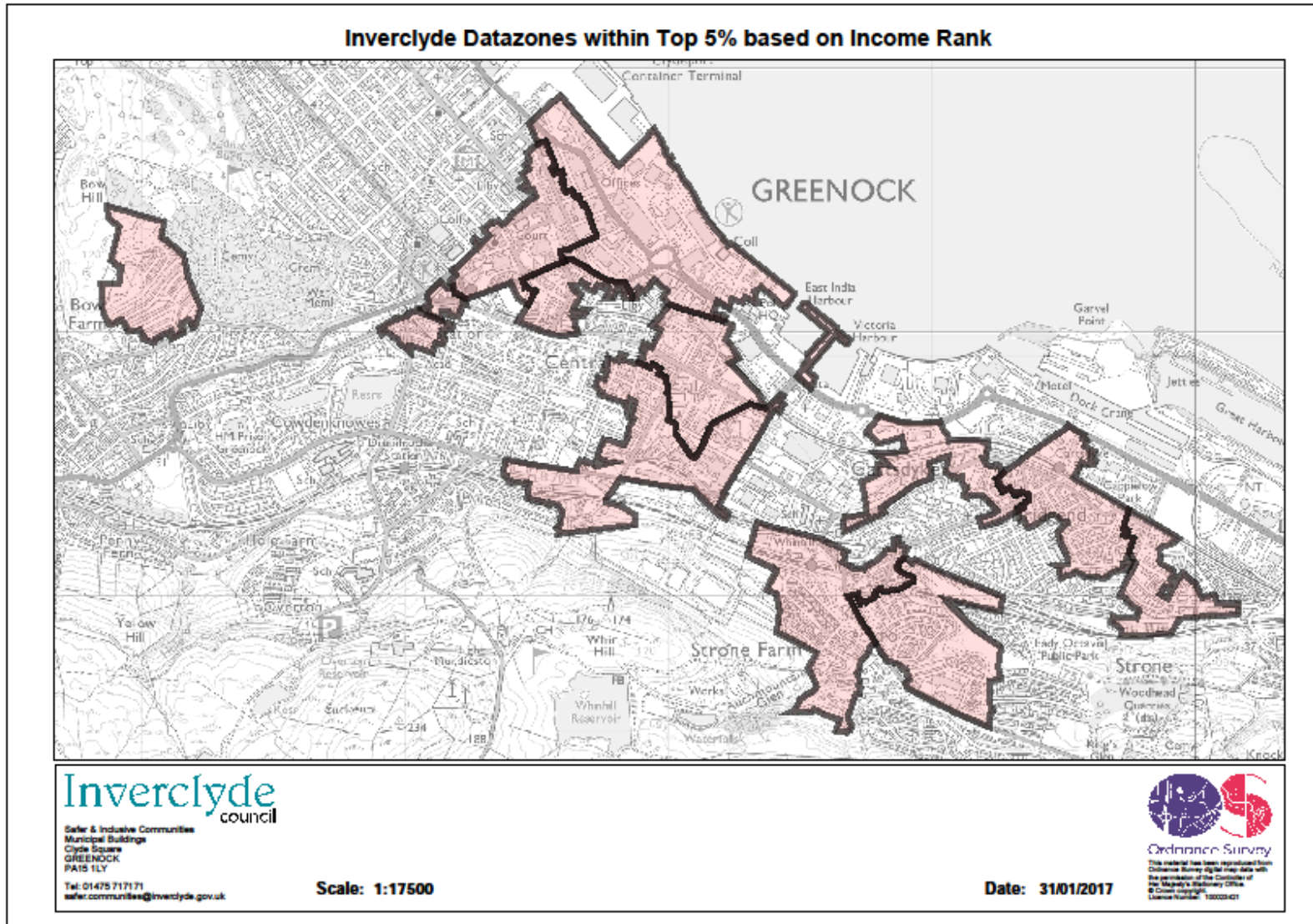
Legislation/Strategy/Policy	Purpose
Equality Act 2010	Requires local authorities to have due which requires local authorities to have `due regard` to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relation. Regulations (the Scottish Specific Duties) have subsequently been made placing specific duties on authorities to enable the better performance of the public sector equality duty.
The Housing (Scotland) Act 2014	The Act safeguards tenants interests; supports improvements to housing quality and secures better outcomes for communities.
The Public Bodies (Joint Working) (Scotland) Act 2014	Integration of health and social care as set out in the Public Bodies (Joint Working) (Scotland) Act 2014. This will be underpinned by ongoing work by colleagues in both healthcare and social care as they seek to embrace a number of challenges within the services around an ageing population, service quality improvement, personalisation, technological change and budget constraints.
Scottish Planning Policy	Published on 23 rd June 2014, it sets out national planning policies which reflect Scottish Ministers' priorities of the planning system and for the development and use of land.
Regulation of Care (Scotland) Act 2001	This Act established both the Scottish Commission for the Regulation of Care (Care Commission), which regulates and inspects care services in Scotland and the Scottish Social Services Council, which regulates the workforce.
Community Care and Health (Scotland) Act 2002	The Act introduces free personal care for older people, regardless of income or whether they lived at home or in residential care. It also created rights for informal or unpaid carers, with the intention of providing adequate support services to ensure the continuation of care-giving in the community.
Social Care (Self-directed Support) (Scotland) Act 2013	The Act gives people a range of options for how their social care is delivered, beyond just direct payments, empowering people to decide how much ongoing control and responsibility they want over their own support arrangements.
Scotland Act 2016	An Act to amend the Scotland Act 1998 and make provision about the functions of the Scottish Ministers; and for connected purposes.
Private Housing (Tenancies) (Scotland) Bill	A Bill for an Act of the Scottish Parliament to make provision about private rented housing; in particular to establish a new type of tenancy to be known as a private residential tenancy
Homelessness etc. (Scotland) Act 2003	An Act of the Scottish Parliament to make further provision about homelessness; to provide for the giving of notice to local authorities of proceedings for possession and enforcement of standard securities; to amend section 18 of the Housing (Scotland) Act 1988 in relation to recovery of possession of assured tenancies for non-payment of rent; and for connected purposes.
Antisocial Behaviour etc. (Scotland) Act 2004	An Act of the Scottish Parliament to make provision in connection with antisocial behaviour; to make provision about criminal justice; to make provision in relation to child welfare; and for connected purposes.

Age, Home and Community: A Strategy for Housing Scotland's Older People, 2012-2021	Provides mobile home owners living permanently on mobile sites and site owners with new rights and responsibilities
The Private Rented Sector Strategy: A Place to Stay, a Place to call Home 2013	Sets out the Scottish Government's vision to enable growth and investment to help increase overall private rented sector supply, to improve the quality of the sector and to improve consumer confidence.
Reshaping Care for Older People	A programme for change 2011-2012 which sets out the national framework within local partnerships will develop joint strategies and commissioning plans and, most immediately Local Change Plans to access the Change Fund.
Scotland's National Dementia Strategy 2023-2016	Following on from the first national dementia strategy published in 2010. Under the commitment to strengthen integrated support, the document notes a series of housing support and interventions that extend beyond the development of specialist housing for people with dementia.
Caring Together: The carers strategy for Scotland 2010-2015	The Scottish Government and COSLA are determined to ensure that carers are supported to manage their caring responsibilities with confidence and in good health, and to have a life of their own outside of caring.
The Keys to life – Improving Quality of Life for people with Learning Disabilities 2013	A ten year strategy from the Scottish Government which sets out plans to improve the quality of life for people with learning disabilities in Scotland.
A National Tele health and Tele care Delivery Plan for Scotland to 2015	A national delivery plan which outlines Scotland's ongoing commitment and investment.
Mental Health Strategy for Scotland: 2012-2015	The Scottish Government's mental health strategy to 2015.
The Healthcare Quality Strategy	The strategy sets out a clear commitment to deliver high quality healthcare services. This is being drawn forward by the 2020 Vision: the vision that by 2020 everyone is able to live longer healthier lives at home, or in a homely setting. This emphasises a healthcare system with integrated health and social care, a focus on prevention, anticipation and supported self-management.
Creating Places 2013	The Scottish Government's policy statement on architecture and place.
Designing Streets 2010	The first policy statement in Scotland for street design. This marks a change in the emphasis on street design towards place-making and away from a system focussed upon the dominance of motor vehicles.
Town Centre Action Plan 2013	Outlines the importance of securing the future of town centres and sets out a cross-government response to the External Advisory Groups reports.
Scotland's Sustainable Housing Strategy	Sets out our vision for warm, high quality, affordable, low carbon homes and a housing sector that helps to establish a successful low carbon economy across Scotland.
Joint Housing Delivery Plan for Scotland 2014	Identifies priority actions that representatives from across the housing sector agree need a specific focus to ensure delivery of strategic objectives set out in Homes Fit for the 21 st Century, and other subsequent strategies with bearing on housing.

Appendix B: Consultation

Stage	Early Engagement with key stakeholders	Develop draft outcomes and draft policies	Consult on draft outcomes and draft policies	Produce final strategy	Committee approval
Who was involved	RSL representatives Planning and Performance, Strategic Housing Scottish Government NHS Inverclyde Inverclyde Recovery Café Homeless Forum Community Safety Police Scotland PRS Landlords Children and families (Residential) Mental Health, Addictions and Homelessness, HSCP Tenants/residents groups Community groups Public Health and Housing Community Planning Partnership Regeneration and Planning Community Safety Inverclyde Youth Council Gypsy/Travellers	LHS Steering Group Key stakeholders Member/Officer Working group	Your Voice RSL representatives Inverclyde, HSCP Scottish Government NHS Inverclyde Community Safety Police Scotland Tenants/residents groups Community groups Public Health and Housing Residents of Inverclyde Community Planning Partnership Regeneration and Planning Community Safety	LHS Steering group Key stakeholders Member/Officer Working group	Committee
Method used	<ul style="list-style-type: none"> • Web based surveys • Workshops • Meetings 	<ul style="list-style-type: none"> • Workshops • Meetings 	<ul style="list-style-type: none"> • Workshops • Meetings • Web based survey 	<ul style="list-style-type: none"> • Workshops • Meetings 	<ul style="list-style-type: none"> • Meeting
Lead Service	Public Health and Housing	Safer and Inclusive Communities	Safer and Inclusive Communities	Safer and Inclusive Communities	Safer and Inclusive Communities

Appendix C: Fuel Poverty Map Inverclyde



Equalities Impact Assessment

Local Housing Strategy 2017-2021

February 2017

Introduction

Purpose and aims

This report is one in a suite of documents that underpin and support the development of the Inverclyde Local Housing Strategy (LHS) 2017-2022. It aims to set out the approach taken to mainstreaming equalities with the LHS and describe evidence, trends, issues and challenges in relation to equalities groups with regard to the key areas of the LHS. It seeks to establish a comprehensive understanding of the needs of equality groups in relation to the Inverclyde housing to inform the development of the LHS.

Background

The Equality Act 2010 became law in April 2010, introducing a general equality duty for the public sector in the UK. The Act consolidates, simplifies and harmonises previous areas of equality legislation. The Act requires Scottish public bodies to pay `due regard` to the need to eliminate unlawful discrimination, victimisation and harassment; advance equality of opportunity and foster good relation. These requirements apply across the `protected characteristics` of age; disability; gender; gender reassignment; pregnancy and maternity; race; religion and belief; sex and sexual orientation and to a limited extent to marriage and civil partnership.

LHS Guidance (2014) emphasises the importance of taking into account a range of equality needs to plan for housing improvement through the LHS. This work was undertaken in the preparation of the Clydeplan Housing Need and Demand Assessment. The legislation and LHS guidance also states that public bodies have a statutory duty to undertake an equality impact assessment to demonstrate how equality issues have been considered and how the statutory public sector duties have been met.

Equality Impact Assessment

LHS Guidance recommends an approach for equalities impact assessment (EQIA) to consider the extent to which evidence is available in relation to the housing requirements of different groups of people. EQIAs provide a framework to determine how the development of a new policy, plan or programme may impact on different sectors of a community who are at risk of discrimination and social exclusion.

EQIA process is not just about identifying and mitigating negative impacts, it is about proactively looking for opportunities to promote equality. Therefore the process should be started early in the development process, to enable meaningful consultation and engagement with equalities groups on the preparation of the LHS.

The following EQIA is based around the six overarching outcomes of the LHS.

SECTION 1 - Policy Profile

1 Name/description of the policy, plan, strategy or programme	Local Housing Strategy 2017-2022
2 Responsible organisations/Lead Service	Education and Communities
3 Lead Officer	Janet Stitt
4 Partners/other services involved in the development of this policy	
5 Is this policy:	<input type="checkbox"/> New <input checked="" type="checkbox"/> Reviewed/Revised
6 What is the purpose of the policy (include any new legislation which prompted the policy or changes to the policy)?	<p>The Housing (Scotland) Act 2001 places a statutory duty on local authorities to prepare a Local Housing Strategy. The purpose of the LHS is to assess housing need and demand and, taking account of national priorities set out the local authority's strategic vision for the future of housing and housing related services across Inverclyde.</p>
7 What are the intended outcomes of the policy?	<p>The LHS aims to deliver quality, affordable homes and sustainable communities. The six overarching strategic outcomes are:</p> <ul style="list-style-type: none"> • To promote a supply of good quality affordable housing solutions across all tenures • To ensure that Inverclyde has sustainable, attractive and well-designed communities with well-functioning town centres • To prevent homelessness where possible through provision of ongoing support to meet the needs of individuals • To ensure that people are supported to live independently for as long as possible in their own homes and communities • To tackle fuel poverty and contribute to meeting climate change target • To improve stock condition across all sectors
8 Geographical area (Inverclyde wide or a specific location)	<p>The LHS is an Inverclyde wide strategy however it focuses on our seven Local Housing Market Areas and our three distinct Housing Sub-Market Areas.</p>

<p>9 Is the policy likely to have an impact on any of the elements of the Council equality duty (if yes, please tick as appropriate)?</p>	<ul style="list-style-type: none"> ✓ Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010 ✓ Advance equality of opportunity between people from different groups ✓ Foster good relations between people from different groups
<p>10 Will those who may be directly or indirectly affected by this policy be involved in its development?</p>	<p>The Housing (Scotland) Act 2011 requires local authorities to consult on their proposed LHS. Furthermore statutory Equality Duties require public bodies to involve, consult and engage with as wide a range of local residents as possible.</p> <p>The consultation process to develop the LHS has involved a wide range of partners and stakeholders with a variety of opportunities to be involved in the development of priorities. The issues and priorities identified through the consultation process have provided further context to statistical and research evidence.</p> <p>A range of media has been used to ensure that the council has engaged with as many local communities, interest groups and individuals as possible to reflect a variety of views.</p>

SECTION 2 – Impact on Protected Characteristics

Which of the protected characteristics will the policy have an impact upon? (see guidance for examples of key considerations under each characteristic)

Protected Characteristic	Impact					Reason/Comments
	Positive		Neutral	Negative		
	High	Low		High	Low	
Age	X					<p>Young people are disproportionately affected by homelessness, particularly those leaving institutions. Younger people appear to be particularly affected by social isolation and sporadic engagement with some services that could address their needs. Inverclyde council are committed to working in partnership with the HSCP and other key partners to ensure that young people receive the appropriate advice, support and housing to meet their needs.</p> <p>Inverclyde has a growing ageing population with persons aged 60 and over making up 26 per cent of Inverclyde. Older households are disproportionately affected by fuel poverty with 67% of pensioner households in fuel poverty. The HNDA identifies the housing and housing related support needs of older households. As a result, the LHS contains specific actions and targets to address these needs through the development of specialist accommodation, the provision of advice and information and housing related support.</p>
Disability	X					<p>The LHS is developed to promote equality of opportunity for persons with disability. Accommodation, care and support needs have been assessed in detail through the HNDA process and a key priority of the strategy relates to supporting independent living at home or in a homely setting through appropriate housing or housing related support.</p> <p>This includes the development of specialist housing provision, adaptation of housing</p>

					<p>through Equipment and Adaptations, telecare and other housing support services.</p> <p>Furthermore, the LHS makes a positive commitment to contribute to the Health and Social Care Integration agenda to enhance outcomes for disabled people and those with particular health needs.</p>
Gender Reassignment			X		<p>No negative effects identified. LGBT people are often victims of homophobic abuse and young LGBT people are thought to be over-represented among the homeless. This is addressed with Allocation Policies and RSL Estate Management Procedures however generally the LHS will have a neutral impact.</p>
Pregnancy and maternity	X				<p>Pregnancy and maternity are given specific additional treatment in terms of RSL allocation policies and appropriate support services to ensure no disadvantage occurs.</p> <p>Young people experiencing pregnancy and parenthood express concern that they are not offered good housing options. This can impact on their ability to create a strong attachment with their baby as they do not feel secure about where they are living. The LHS supports improved joined-up working to ensure that young parents are supported to access appropriate housing to meet their needs.</p>
Race		X			<p>Some ethnic groups may require access to information, advice and support in particular languages or formats. The LHS will promote and provide for this via the Housing Options service.</p> <p>The requirement for Gypsy/Traveller sites, pitches and support services is assessed and monitored via the HNDA and the LHS ensuring that any identified needs will be addressed.</p> <p>The LHS must adhere to legislation regarding unlawful discrimination therefore no negative impact is identified.</p>
Religion or Belief			X		<p>No negative effects identified. Possible potential for harassment due to religion or beliefs is addressed with Allocation Policies and RSL Estate Management Procedures however generally the LHS will have a neutral</p>

						impact.
Sex (Male or Female)	X					<p>The LHS promotes equality of opportunity for males and females, and will ensure that the housing and housing related needs of all are addressed, including those fleeing domestic abuse. Outcomes to provide housing and support for domestic abuse victim will have a positive impact for women.</p> <p>Single males account for 67% of all homeless applicants suggesting that younger and working age males are perhaps more vulnerable to economic and social policy changes. Through dedicated research and analysis the needs of this group have been identified and the LHS contains specific actions and targets to address these through the provision of appropriate support and specialist accommodation.</p> <p>Pregnancy and maternity are given specific additional treatment in terms of RSL allocation policies and appropriate support services to ensure no disadvantage occurs.</p>
Sexual Orientation			X			<p>No negative effects identified. LGBT people are often victims of homophobic abuse and young LGBT people are thought to be over-represented among the homeless. This is addressed with Allocation Policies and RSL Estate Management Procedures however generally the LHS will have a neutral impact.</p>
Other groups to consider (please give details)						<p>The LHS outlines its commitment to reducing inequalities within the LHS which includes all marginalised groups.</p>

SECTION 3 – Evidence

What evidence do you have to help identify any potential impacts of the policy? (Evidence could include: consultations, surveys, focus groups, interviews, projects, user feedback, complaints, officer knowledge and experience, equalities monitoring data, publications, research, reports, local, national groups.)

Evidence	Details
<p>Consultation/Engagement (including any carried out while developing the policy)</p>	<p>The consultation process to develop the LHS has involved a wide range of partners and stakeholders with a variety of opportunities to be involved in the development of priorities:</p> <ul style="list-style-type: none"> • Initial Stakeholder Survey • Homelessness Forum • Inverclyde Recovery Café • Continuing Care Reference Group • Citizens Panel Survey • RSL Liaison Group • Private Rented Landlord Survey • Stakeholder Group • 4 Thematic Events • Private Rented Sector Landlord Workshop • Local `Pop Up` Events across Inverclyde • iZone Youth Council • Young Mums Group <p>The core consultation was carried out from May to September 2016 however engagement feeding into the LHS development process has been an ongoing process. The framework of the LHS (vision, outcomes and priorities, and action plan) has been directly informed by this engagement process.</p> <p>A range of media was used to ensure that the council has engaged with as many local communities, interest groups and individuals as possible.</p>
<p>Research</p>	<p>The findings of the HNDA are key to identifying many of the key issues within the Inverclyde Housing System. Further research and analysis included the development of eight research based `Local Housing Strategy Evidence Papers`:</p> <ul style="list-style-type: none"> • Affordable Warmth, Energy Efficiency and Climate Change • Gypsy Travellers

	<ul style="list-style-type: none"> • Housing Needs • Preventing Homelessness • Private Rented Sector • Private Sector House Condition • Specialist Provision and Independent Living • Sustainable Places <p>Data gaps were addressed via dedicated studies including the Private Sector Landlord Survey 2016, the Review of Supported Housing for Older Households in Inverclyde, 2015 and the Gypsy Travellers Local Housing Strategy Evidence review, 2016.</p>
Officer's knowledge and experience (including feedback from frontline staff).	Officer's knowledge and experience, including that of frontline staff was gathered throughout the consultation and engagement process. A series of surveys, face to face interviews and themed workshops were arranged to allow officers to discuss key issues and priorities. This information has directly the development of the LHS (vision, outcomes and priorities, and action plan).
Equalities monitoring data.	Equalities monitoring data is gathered and monitored by RSLs and through the HL1.
User feedback (including complaints)	
Stakeholders Other	The knowledge and experience of key stakeholders was gathered throughout the consultation and engagement process. A series of surveys, face to face interviews and themed workshops were arranged to allow key stakeholders to discuss key issues and priorities. This information has directly the development of the LHS (vision, outcomes and priorities, and action plan).
What information gaps are there?	<p>There is a need for improved information sharing to undertake further analysis to anticipate the need and demand for specialist provision across Inverclyde, in particular for those with learning disabilities.</p> <p>There is limited data available on ethnic minorities, as a result of the small population however this data could be further explored. This can be addressed through in-house research and stakeholder engagement.</p>

SECTION 4 – CONSEQUENCES OF ANALYSIS

What steps will you take in response to the findings of your analysis? Please select at least one of the following and give a brief explanation.

<p>1. Continue development with no changes</p>	<p>X</p>	<p>There is no evidence to indicate that the LHS will result in less favourable treatment for particular groups or give rise to indirect discrimination. In fact, there is evidence that the LHS will advance equality of opportunity through actions to remove or minimise disadvantage, meet the needs of particular groups and encourage participation.</p>
<p>2. Continue development with minor alterations</p>		
<p>3. Continue development with major changes</p>		
<p>4. Discontinue development and consider alternatives (where relevant)</p>		

How will the actual effect of the policy be monitored following implementation?

A monitoring framework has been agreed and implemented which includes protected characteristics. To ensure the effectiveness of the policy it will be reviewed annually.

When is the policy due to be implemented?

Education and Communities Committee March 2017

When will the policy be reviewed?

September 2021 (with annual updates in the interim)

What resources are available for the implementation of this policy? Have these resources changed?

Name of Individual(s) who completed the Assessment

Name(s): Trudi Tokarczyk

Position: Housing Policy Officer

Date: 15/09/2016

Authorised by

Name: Drew Hall

Position: Service Manger

Date: 20/10/2016

Report To:	Education & Communities Committee	Date: 7 th March 2017
Report By	Corporate Director Education, Communities & Organisational Development.	Report No:
Contact Officer:	Drew Hall	EDUCOM/25/17/DH Contact No: 01475 714272
Subject:	Registration of Private Landlords – Formal Procedure for the Approval, Refusal or Removal of Registration	

1.0 PURPOSE

- 1.1 The purpose of this report is to seek the Committee's approval for proposed amendments to current procedures used to approve or refuse to register a private landlord, or an agent, or to remove the landlord, or agent, from the Private Landlord Register including on the grounds of not being a fit and proper person.

2.0 SUMMARY

- 2.1 The Antisocial Behaviour etc. (Scotland) Act 2004 ("the Act") introduced the Private Landlord Registration Scheme to Scotland. The scheme has operated since 2006. The scheme placed a legal responsibility on private residential landlords to register with those local authorities where they are actively renting housing to unrelated persons. Agents are also required to be registered with the Council.
- 2.2 The majority of landlords and agents are behaving in a proper manner and are assisting in the Council's objective to support good quality housing and proper management in this key sector. However, a small number of landlords and agents are failing to perform to an acceptable standard in their compliance with housing legislation and in view of this it is an appropriate time to review and revise the Council's approach to dealing with that small minority.
- 2.3 The legislation lists considerations that the local authority must have regard to when considering applications including the criteria for deciding if the landlord / agent is a "fit and proper" person. The criteria for determining whether a landlord/Agent is to be regarded as a "fit and proper person" originally approved by the Committee in September 2013 have been reviewed and amended. It is proposed to amend the registration procedure for approval, refusal or removal of private landlords or Agents.

3.0 RECOMMENDATIONS

- 3.1 That the Committee:
- Notes current progress with Private Landlord Registration in Inverclyde;
 - Approves the new procedure for the approval, refusal or removal of a landlord's registration;
 - Approves the Fit and Proper Person test assessment criteria set out in Section 85 of the Act and detailed in section 5 of this report; and

- d) Approves in principle the establishment of a Housing (Landlord Registration) Sub-Committee to consider the refusal or removal of the registration of a private landlord or Agent and that it be remitted to the Head of Legal & Property Services to make arrangements for the Council to consider consequent amendments to the Scheme of Administration and arrangements for membership and a quorum at its statutory meeting in May 2017.

Martin McNab
Head of Safer & Inclusive Communities

4.0 BACKGROUND

- 4.1 Part 8 of the Antisocial Behaviour etc (Scotland) Act 2004 provides that, other than the limited exemptions contained in Section 83 of the Act, all landlords who are not a local authority or registered social landlord must register with the local authority. Failure to apply for registration is a criminal offence.

It should be noted that limited companies etc. where they are legal persons are treated in the same manner as individuals.

- 4.2 Section 84 of the Act provides that the local authority shall register a landlord or agent where the appropriate information has been submitted, the appropriate fee paid and where it is satisfied that the relevant person is a "fit and proper person" to act as a landlord or agent.

When considering whether someone is a fit and proper person, Section 85 of the Act provides that the local authority shall have regard (among other things) to any material specified in Section 85 subsections (2) to (4) of the Act viz. –

"(2) Material falls within this subsection if it shows that the relevant person or, as the case may be, the person has–

(a) committed any offence involving–

(i) fraud or other dishonesty;

(ia) firearms (within the meaning of section 57(1) of the Firearms Act 1968;

(ii) violence; or

(iii) drugs;

(aa) committed a sexual offence (within the meaning of section 210A(10) of the Criminal Procedure (Scotland) Act 1995;

(b) practised unlawful discrimination in, or in connection with, the carrying on of any business; or

(c) contravened any provision of–

(zi) any Letting Code issued under section 92A;

(i) the law relating to housing; or

(ii) landlord and tenant law.

(3) Material falls within this subsection if it relates to any actings or failure to act by the relevant person or, as the case may be, the person as respects antisocial behaviour affecting a house–

(a) subject to a lease or occupancy arrangement such as is mentioned in section 84(3)(c); and

(b) in relation to which the relevant person was (or is) the landlord under the lease or arrangement or, as the case may be, the person was (or is) acting for the landlord in relation to the lease or arrangement.

(3A) Material falls within this subsection if it relates to any agreement between the relevant person and any person in terms of which that person acts for the relevant person in relation to a lease or occupancy arrangement such as is mentioned in section 84(3)(c).

(4) Material falls within this subsection if it appears to the Authority that the material is relevant to the question of whether the relevant person or, as the case may be, the person is a fit and proper person."

- 4.3 3060 landlords and agent have applied to this Council for registration of 4,590 properties. Only 3 landlords have had their registration refused or removed as a result of clear breaches of the criteria in Section 85. Any landlord / agent aggrieved by the refusal or removal of their registration may appeal to the Sheriff. In the 3 cases mentioned, appeals were not lodged.
- 4.4 As part of the registration process, applicants must disclose relevant criminal convictions. Landlords who have fully disclosed relevant convictions have been interviewed and an assessment was made in relation to the interview, the nature of convictions and the age of the convictions before deciding to approve or refuse an application for registration.
- 4.5 Police Scotland have agreed to be proactive in sharing information on landlords' criminal activities. This is welcomed by the Service. Previously, investigation of an applicant was undertaken by the Service and Strathclyde Police utilising the information sharing protocols that were in place.

5.0 PROPOSALS

A key objective of this report is to update the Council's review process for potential refusals and removals in line with Scottish Government guidance. To do this, as explained within this report, the process for consideration of granting registration is as described in terms of existing practice.

- 5.1 Having regard to the statutory framework, the Guidance from the Scottish Government as detailed in Paragraph 4.2 and also in Section 85 of the Act and in consideration of experience gained in administering the registration scheme, it is proposed that the categories of information which will be considered when assessing whether someone is "a fit and proper person" shall be as follows:-
- i. Information from the Police or other relevant source about relevant criminal convictions or activities, particularly in relation to fraud or other dishonesty; violence; drugs; sexual or firearms offences;
 - ii. Information from any Scottish Local Authority council services about failure to address reports about antisocial behaviour by tenants in the private sector;
 - iii. Relevant information about housing benefit fraud;
 - iv. Information from any Scottish Local Authority council services concerning a view that a landlord has failed to comply with statutory duties as a landlord;
 - v. Information provided by the First-tier Tribunal for Scotland (Housing and Property Chamber (formerly the Private Rented Housing Panel) to the Council and which information will cover the following areas:-
 - a) the making or variation of a Repairing Standard Enforcement Order (an Order requiring a landlord to carry out such work as is necessary to bring the property up to the standard set out in the Housing (Scotland) Act 2006);
 - b) revocation of a Repairing Standard Enforcement Order; or
 - c) consent to the landlord entering into a tenancy or occupancy arrangement or the grant of a certificate under Section 60 that work required under a Repairing Standard Enforcement Order has been completed and the landlord to whom the notice relates is a person registered by the local authority.

- vi. information from any Scottish Local Authority about breaches of any Letting Code issued by the Scottish Government.
- vii. Information from any Council services about the continued non-payment of accounts relating to property belonging to the Landlord.
- viii. evidence that a landlord or agent is failing to perform their duties in relation to housing law etc. in an appropriate manner due to lack of knowledge or experience or administrative capacity or adequate and competent staffing.

5.2 A key objective of this report is to update the Council's review process for potential refusals and removals in line with Scottish Government guidance. To do this, as explained with in this report, the process for consideration of granting registration is as described in terms of existing practice.

For potential refusals and removals, however, it is necessary in terms of the guidance to introduce Elected Members' review for the ratification of refusal or removal. This is a new step, requiring Elected Member involvement and this can be achieved by the Committee establishing a Housing (Landlord Registration) Sub-Committee which, it is suggested, should comprise 5 Members with a quorum of 3. If this is approved in principle by the Committee, the Head of Legal & Property Services will take steps at the statutory meeting of the Council in May 2107 to include provision for the nomination of appointments to the Sub-Committee and to make the necessary amendments to the Scheme of Administration to fulfil its remit.

It is considered that the determination of the refusal of applications or consideration of revocations should be structured in a more transparent manner with suitable oversight to avoid potential conflicts with other housing responsibilities.

It is proposed that:

- (i) Officers, authorised by the Head of Safer & Inclusive Communities, will be permitted to approve applications where, based on the information available, the fit and proper test is satisfied.
- (ii) Where the Council is considering the refusal of an application or the removal of an existing registration, the officers will attempt to engage with the landlord or agent with a view to providing appropriate advice on what steps could be taken, as part of a formal action plan, to ensure compliance with legislation and avoid the need for refusal or removal.
- (iii) In any case where the above Officers are not satisfied that the fit and proper test is complied with the matter shall be referred to a panel of officers, comprising the Corporate Director Education, Communities & Organisational Development and the Head of Legal and Property Services.
- (iv) Where the panel are satisfied that grounds exist for Refusal or Revocation the matter will be placed before the Sub-Committee for ratification or rejection.

All of the above determinations will have regard to the statutory criteria listed in paragraph 5.1 together with consultations with relevant Council Services, the Police and where relevant other Scottish Local Authorities.

5.3 All landlords / agents that have fully disclosed their convictions and were previously registered will continue to be registered unless there has been a material change to their circumstances. Any material change will result in a review of their Fit and Proper Person status.

5.4 Where appropriate, consideration may be given to landlords/Agents who fail the "fit and proper person test" being permitted to transfer the full management of their rental

properties to an accredited property agent. The Council will need to be satisfied that the landlord in question has no direct or active involvement with the operation of that housing rental business.

6.0 IMPLICATIONS

6.1 Financial

Financial Implications - One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend	Virement From	Other Comments
N/A					

Financial Implications - Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
N/A					

6.2 Legal

The Head of Legal and Property Services has been consulted on the proposals.

6.3 Human Resources

There are no significant human resource considerations.

6.4 Equalities

Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

6.5 Repopulation

Having a good quality private rented housing sector will enhance the area.

7.0 LIST OF BACKGROUND PAPERS

- 7.1
 - Antisocial Behaviour etc.(Scotland) Act 2004
 - Registration of Private Landlords – Guidance Note for Local Authorities (April 2009)
 - Registration of Private Landlords – Fit and Proper Person Test Procedure report to the Education & Communities Committee (September 2012)
 - Registration of Private Landlords – Fit and Proper Person Test Procedure Review report to the Education & Communities Committee (September 2013)

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report	EDUCOM/30/17/MM
Contact Officer:	Martin McNab	Contact No:	4246
Subject:	Waitrose Lead Authority Partnership		

1.0 PURPOSE

- 1.1 To advise the Committee of an approach made to the Trading Standards & Enforcement Team of Safer & Inclusive Communities by Waitrose requesting our involvement as a Scottish Lead Authority.

2.0 SUMMARY

- 2.1 Waitrose Supermarkets have requested that Inverclyde Council act as a Scottish Lead Authority for the provision, advice and guidance on Scottish legislation, primarily in relation to tobacco, as part of the nationally recognised Primary Authority scheme, set up by the Department of Business, Energy & Industrial Strategy (BEIS).
- 2.2 Waitrose hope to establish links with enforcement partners to work with their established Primary Authority (Bucks & Surrey) to ensure that they take into account all relevant regulatory requirements in Scotland, as well as being able to access local information and intelligence on upcoming legislation etc.
- 2.3 Inverclyde Council has been approached to be the Lead Authority as one of the officers in the team is the national lead on tobacco control for the Chartered Trading Standards Institute.

3.0 RECOMMENDATIONS

- 3.1 That the Committee approves the participation of Inverclyde Council's Trading Standards & Enforcement Team in a Lead Authority partnership with Waitrose.

Martin McNab,
Acting Head of Safer & Inclusive Communities

4.0 BACKGROUND

- 4.1 Waitrose Supermarkets have requested that Inverclyde Council act as a Scottish Lead Authority for the provision, advice and guidance on Scottish legislation, primarily in relation to tobacco, as part of the nationally recognised Primary Authority scheme, set up by the Department of Business, Energy & Industrial Strategy (BEIS).
- 4.2 Waitrose hope to establish links with enforcement partners to work with their established Primary Authority (Bucks & Surrey), to ensure that they take into account all relevant regulatory requirements, as well as being able to access local information and intelligence on upcoming legislation etc. The partnership will give them access to our significant specialist enforcement knowledge. Health matters are devolved to the Scottish Government so they require a Scottish Authority to act as a “Lead Authority”, in partnership with their Primary Authority, to provide advice and guidance on these matters.
- 4.3 Primary Authority is a statutory scheme, established by the Regulatory Enforcement and Sanctions Act 2008, which allows businesses to form a partnership with a statutory basis with a single local authority. The scheme allows businesses to access assured advice on compliance, that must be respected by local authorities, thus addressing business concerns about consistency and giving them confidence. It also allows for the co-ordination of proactive inspection activities, thereby improving the effectiveness of local activities and reducing duplication of effort. The scheme supports local authorities in delivering protection for their citizens, workers and the environment.
- 4.4 Primary Authority is a Government initiative to promote delivery of regulation in line with the statutory principles of good regulation. These principles are that regulation should be transparent, accountable, proportionate, consistent, and targeted. Primary Authority is the responsibility of the Secretary of State for Business, Innovation and Skills, with the Better Regulation Delivery Office (‘BRDO’) operating the scheme on behalf of the Secretary of State. A partnership between a local authority and a business, once it has been nominated by the Secretary of State, has a statutory basis.
- 4.5 The Primary Authority scheme is nationally recognised, and ensures that all advice given to a business under a partnership is respected by all local authorities throughout the UK. The key aspects of the Primary Authority scheme are:
- Any company trading across council boundaries may form a partnership with a single local authority in relation to regulatory compliance;
 - A central accessible register of partnerships provides a reference source for businesses and councils;
 - Primary Authorities provide robust and reliable advice on compliance that other councils must take into account;
 - Before any other local authorities take enforcement action against a trader, they must contact the Primary Authority to see whether the actions are contrary to appropriate advice previously issued (except in cases where there is an immediate risk), and,
 - Where authorities cannot agree, the issue can be referred to BRDO for a ruling, which is made within 28 days.
- 4.4 There are relatively few Primary Authority relationships in Scotland with Glasgow City Council having one with Arnold Clark and Trespass, and Renfrewshire Council having a Primary Authority arrangement with M & Co for Health & Safety matters and a Lead Authority arrangement with Morrisons Supermarket similar to the one proposed by

Waitrose.

- 4.5 Officers from Trading Standards have met with their counterparts in Bucks & Surrey on 31 January 2017 to discuss the terms of any potential partnership agreement. Costs incurred as a result of the proposed Lead Authority role will be recovered from Bucks & Surrey Trading Standards, who will in turn recover costs from Waitrose as part of their Primary Authority payment. A Memorandum of Understanding will then be drawn up between Bucks & Surrey and Inverclyde Council to fully define the roles and responsibilities of each party.

5.0 BENEFITS TO INVERCLYDE

- 5.1 In addition to the undoubted professional benefits to the individual officer of taking part in a lead authority partnership there will be benefits to both the officer and the service in terms of paid for training and conference places. This will have a direct benefit on Inverclyde Council's own programmes of tobacco and nicotine vapour product control.
- 5.2 There will obviously be no cost to the Council and the recharge of officer hours should in fact generate a small surplus of income without adversely affecting the level of service provided by the team to any extent. The fact that there is no Waitrose in Inverclyde is actually an advantage to both parties in removing any possibility of conflict of interest.

6.0 IMPLICATIONS

Finance

6.1

Financial Implications:

One off Costs

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					All costs will be fully recovered from Waitrose at no cost to the Council.

Legal

6.2 None

Human Resources

6.3 None

Equalities

6.4 Has an Equality Impact Assessment been carried out?.

X

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Repopulation

6.5 None.

7.0 CONSULTATIONS

7.1 There are no direct financial implications in respect of this report and as such the Chief Financial Officer has not been consulted.

7.2 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

7.3 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

8.0 BACKGROUND PAPERS

8.1 None

Report To:	Education and Communities Committee	Date:	07 March 2017
Report By:	Corporate Director Education, Communities and Organisational Development	Report No:	EDUCOM/23/17/AW
Contact Officer:	Alana Ward, Libraries Museums and Archives Manager	Contact No:	01475 712330
Subject:	Loan of the Temianka bust from the McLean Museum and Art Gallery		

1.0 PURPOSE

- 1.1 The purpose of this report is to inform the Committee that there has been a request for the loan of a bronze portrait bust of Henri Temianka from the McLean Museum and Art Gallery (the James Watt Trust).

2.0 SUMMARY

- 2.1 The request comes from the Beacon Arts Centre, who wish to borrow the Temianka bust from the McLean Museum for the period of time when the Museum is closed for refurbishment works.
- 2.2 The Beacon Arts Centre will be responsible for the collection and return of the work and will arrange all transport, insurance and handling. A facilities report of the venue has been provided giving details of the security arrangements and the climactic controls for the venue and these appear to be satisfactory.
- 2.3 Mr Daniel Temianka, the donor of the bust to the McLean Museum, is particularly keen to see the bust loaned to the Beacon Arts Centre, so that it can be on display to the public in Greenock while the Museum is closed.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee approves the request outlined above for the loan of the Henri Temianka bust to the Beacon Arts Centre for the duration of the closure of the McLean Museum, subject to matters of transport, security and insurance being arranged to the satisfaction of the Libraries, Museums and Archives Manager.

Wilma Bain
Corporate Director
Education, Communities & Organisational Development

4.0 BACKGROUND

- 4.1 In 2016, Daniel Temianka M.D commissioned the production of a bronze portrait bust of his father Henri Temianka, an accomplished musician and composer, born in Greenock in November 1906. The bust was gifted to the McLean Museum and Art Gallery by the Temianka family.
- 4.2 The bust was unveiled to the public at a special event at the McLean Museum and Art Gallery on 19 November 2016, on what would have been Henri's 110th birthday, and was attended by the Temianka family who made the trip from California especially for the occasion. While in Greenock, the family also visited the Beacon Arts Centre, and were impressed by the facility.
- 4.3 As the McLean Museum was due to close for just under two years for refurbishment works on 23 December 2016, it was suggested that the Beacon Arts Centre might be a suitable venue in which to display the bust during the period of the McLean Museum's closure.

5.0 PROPOSALS

- 5.1 It is proposed to lend the bronze portrait bust of Henri Temianka to the Beacon Arts Centre for the period of time that the McLean Museum is closed for refurbishment works, subject to matters of transport, security and insurance being arranged to the satisfaction of the Libraries, Museums and Archives Manager.

6.0 IMPLICATIONS

6.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

6.2 Legal

The bust to be loaned is the property of the McLean Museum and Art Gallery and can be loaned without restriction.

6.3 Human Resources

The preparation for the loan of the work will be carried out by the staff of the McLean Museum and Art Gallery.

6.4 Equalities

Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No

This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

6.5 Repopulation

There are no known Repopulation implications.

7.0 CONSULTATIONS

7.1 n/a

8.0 LIST OF BACKGROUND PAPERS

8.1 None



Henri Temianka was the son of Polish emigrants and was born in Greenock in 1906. He was a world renowned violinist who founded and led the Paganini Quartet and the California Chamber Orchestra. As a prominent figure in the world of classical music, he mixed with the leading figures of the day such as George Szell, Artur Schnabel, Yehudi Menuhin and David Oistrakh. He was also a well-known conductor writer and educator on musical matters, remaining active until his later years. He died in 1992.

This bronze bust is by the contemporary American artist Miriam Baker who has made a series of bronze busts of well-known contemporary figures. It was commissioned by Daniel Temianka M.D. in memory of his father Henri Temianka and is the second version of the bust in the Chapman University Hall-Musco Conservatory of Music at Orange, California USA, in the Bette and Wylie Aitken Arts Plaza.

Report To:	Education and Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/29/17/MM
Contact Officer:	Martin McNab	Contact No:	01475 714246
Subject:	Inverclyde Leisure – Three Year Strategic Plan		

1.0 PURPOSE

- 1.1 To request approval of Inverclyde Leisure's Strategic Plan for 2017-20 which will be circulated at the meeting of the Committee.

2.0 SUMMARY

- 2.1 The terms of the funding agreement between Inverclyde Council and Inverclyde Leisure require the production of a three year Strategic Plan. The previous plan covering 2014-17 was approved at the March 2014 meeting of this Committee.
- 2.2 The 2014-17 plan covered, amongst many other things, the redevelopment of Ravenscraig and the development of low cost gyms in Inverclyde.
- 2.3 The comprehensive plan for 2017-20 seeks to build on the achievements of the 2014-17 plan and officers are happy to recommend its approval to Committee.

3.0 RECOMMENDATIONS

- 3.1 That the Committee approves the 2017-20 Inverclyde Leisure Strategic Plan.

Martin McNab
Acting Head of Safer & Inclusive Communities

4.0 BACKGROUND

4.1 The three year IL Business Plan which was approved by the 11th March 2014 meeting of this Committee saw a number of significant achievements. The investments carried out in that period include:

- Investment in the new CrossFit facility at Greenock Sports Centre
- Investment In new budget Fitness for Less brand at Boglestone
- Upgrade of Kilmacolm Fitness Plus+ gym at Birkmyre Park
- Remodeling of Ravenscraig Sports Centre, now Ravenscraig Activity Centre, that was due to be closed to create a new budget club and fun activity centre
- New Combined Heat and Power Unit (CHP) to help reduce management fee
- Upgrading of Gourrock Fitness gym

In addition to these investments and developments Inverclyde Leisure was a finalist and winner in a number of national awards in the period covered by the plan.

4.2 The Strategic Plan for 2017-20 seeks to build on the achievements of the previous three years with the aim of retaining its customer base and expanding its operation by developing new products in its current business and potentially new business. This will be done in the recognition that IL's funding will decrease over the period of the plan and that IL will need to work with partners to achieve these outcomes.

4.3 A full copy of the Strategic Plan will be available at the meeting.

5.0 IMPLICATIONS

Finance

5.1 None

Legal

5.2 None

Human Resources

5.3 None

Equalities

5.4 None

Repopulation

5.5 High quality and diverse leisure provision make a positive contribution to the attractiveness of Inverclyde as a place to live and work.

6.0 BACKGROUND PAPERS

6.1 None.

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report	EDUCOM/31/17/MM
Contact Officer:	Martin McNab	Contact No:	4246
Subject:	Grants to Voluntary Organisations Update		

1.0 PURPOSE

- 1.1 To advise the Committee of proposals to target the additional GTVO funding agreed in the 2017-18 budget towards Community Asset Transfers while still providing a potential avenue for support for more general voluntary organisations in 17/18.

2.0 SUMMARY

- 2.1 Members will be aware of the additional £150K made available from reserves for Grants to Voluntary Organisations in 2017-18. This will be available to support any local organisations seeking support to build a business case or to increase their capacity to enable them to exercise their rights of community transfer under the Community Empowerment (Scotland) Act 2015.
- 2.2 In addition to supporting these specific aims, the increased funding will mean that there remains a more general avenue for support to voluntary organisations in the course of 2017-18. This will be particularly helpful with the bulk of the existing GTVO budget being committed early in 2017-18.

3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the additional funding for GTVO and the intention to target assistance towards organisations seeking community asset transfers.

Martin McNab,
Acting Head of Safer & Inclusive Communities

4.0 BACKGROUND

- 4.1 Members will be aware that the meeting of Inverclyde Council on 16 February approved an additional £150K from reserves for Grants to Voluntary Organisations in the course of 2017-18. Members will also recall the decision of the January 2017 meeting of this Committee to extend the previous three year funding arrangements for organisations for an additional year pending longer term budget decisions. This committed £200K of the available budget for 2017-18 leaving £92K available for new funding applications.
- 4.2 The bulk of the remaining available budget for 17-18 is likely to be committed in March 2017 therefore the additional funds will be of assistance in supporting needs which may arise for local organisations as the year progresses.
- 4.3 Of the many possible emerging needs, the capacity of local organisations to participate fully in any asset transfer under the Community Empowerment (Scotland) Act 2015 is currently doubtful. The additional funds could be helpful to any organisation seeking such a transfer in providing assistance in developing a business case or feasibility study.
- 4.4 The funding could also be helpful in assisting in any organisational development which might be required to develop the capacity for a community transfer. There are very strict requirements in the legislation in relation to organisations which may apply for a community asset transfer and, at present, it is very doubtful if there are many suitable candidate bodies in Inverclyde. To request an asset transfer the requesting body must be a Company, a Scottish Charitable Incorporated Organisation or a Community Benefit Society. In all cases there are specific requirements around constitutions and assets at wind up and all three must have a minimum of 20 members. To bring local organisations to the level required might require assistance with legal fees, training, recruitment and development which could be funded from GTVO.
- 4.5 CLD will undertake engagement with Community Groups who might be interested in Asset Transfer to ensure they are aware of the support available.

5.0 IMPLICATIONS

Finance

5.1 Financial Implications:

Any support made available to organisations via the GTVO fund will be contained within the limits of the budget.

One off Costs

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Legal

5.2 None

Human Resources

5.3 None

Equalities

5.4 Has an Equality Impact Assessment been carried out?

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Repopulation

5.5 None.

6.0 CONSULTATIONS

6.1 There are no direct financial implications in respect of this report and as such the Chief Financial Officer has not been consulted.

6.2 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

6.3 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

7.0 BACKGROUND PAPERS

7.1 Grants to Voluntary Organisations 2017-18 Education & Communities Committee January 2017. **EDUCOM/16/17/HS**

Report To:	Education & Communities Committee	Date:	07 March 2017
Report By:	Corporate Director Education, Communities and Organisational Development	Report No:	EDUCOM/20/17/WB
Contact Officer:	Wilma Bain	Contact No:	01475 712761
Subject:	Follow up Progress Report following Education Scotland Visit to Craigmarnoch School		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide an update to the Education & Communities Committee on progress made since the inspection of Craigmarnoch School in March 2016.
- 1.2 Craigmarnoch School received a positive but mixed report from Education Scotland. Quality framework "How Good is Our School 3?" was used in this inspection. In the indicators of quality one aspect was judged to be "good", two aspects "satisfactory" and two aspects "weak".

2.0 SUMMARY

- 2.1 Craigmarnoch has a newly appointed Senior Management Team in place.

Due to the long term absence of one of the Depute Head Teachers, three temporary Acting Principal Teachers have been appointed.

- 2.2 The school has an action plan in place to ensure that areas identified as needing improvement are being progressed. The school is working with Quality Improvement Officers from the Authority to take forward developments.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Education & Communities Committee note the progress made since the time of the report.
- 3.2 It is recommended that the Education & Communities Committee note that a further report on progress will be brought to the Education & Communities Committee in September 2017.

Wilma Bain
Corporate Director
Education, Communities & Organisational Development

4.0 BACKGROUND

- 4.1 The report was published on 17 May 2016. It has been issued to staff, parents, local elected members, the Convener and Vice-Convener for Education & Communities.

Craigmarloch School was inspected under the evaluation framework “How Good is Our School 3?”

In assessing the indicators of quality, Education Scotland found one aspect of the school to be “good”, two aspects “satisfactory” and two aspects “weak”.

- 1.1 Improvement in Performance satisfactory
- 2.1 Learners’ Experience good
- 5.1 Curriculum weak
- 5.3 Meeting Learners Needs satisfactory
- 5.9 Self Evaluation weak

The report listed three particular strengths of the school:

- Well behaved, enthusiastic children and young people and the positive relationships they have with staff
- Therapeutic programmes and their impact on helping children and young people improve their health and wellbeing
- The purpose built learning environment which provides appropriate space and resources to support learning

The report listed four main areas for improvement:

- Improve attainment and achievement in literacy and numeracy
- Improve pace and challenge in learning
- Develop the curriculum to allow children and young people to make better progress in their learning
- Improve approaches to self-evaluation and ensure these lead to improved outcomes for children and young people

Education Scotland’s Area Lead Officer has been linking with Inverclyde Council to monitor ongoing support for the school. The Authority was asked to report on progress made within twelve months.

- 4.2 A new Head Teacher and Depute Head Teacher were appointed following the retirement of the Head Teacher and the Depute Head Teacher at the end of June 2016. They took up posts from August 2016. An Acting Principal Teacher was appointed and took up post in August 2016.

Following the illness and absence of the remaining Depute Head Teacher, as a temporary measure it was decided to appoint a further two Acting Principal Teachers (making three in total) rather than one Acting Depute.

- 4.3 Both the Head Teacher and Depute Teacher have visited other Additional Support Needs establishments in other authorities to look at structures, curriculum models and to share appropriate self-evaluation activities for ASN schools. In addition, Craigmarloch staff have welcomed teachers from other similar schools and are working on moderation activities together. This will ensure that consistency and standards are improved for children and young people.

4.4 **Improve attainment and achievement in literacy and numeracy**

The school is working together as a community to develop, promote and sustain an aspirational vision for the curriculum. This will take account of learners’ entitlements, the four capacities and reflect the uniqueness of the Craigmarloch setting.

Attainment levels in literacy and numeracy are a central feature of the school's priorities for improvement

A working group has been set up to lead and improve attainment and achievement in literacy across the school. This is being led by an Acting Principal Teacher. The PT has met with the Attainment Challenge Officer to discuss methodologies and resources being used in Attainment Challenge Schools. Active literacy is being implemented across the Broad General Education (P1 – S3) and an online reading scheme has been evaluated for use across the school. Further liaison has been carried out with mainstream primary and secondary staff.

In numeracy a working group has been set up to take a close look at learning in numeracy. This is being led by an Acting PT with support from a Quality Improvement Officer. For both literacy and numeracy, the school is looking at expertise from the Attainment Challenge and colleagues in mainstream primary and secondary. The school has purchased new resources in consultation with the authority. Staff are working on their teacher judgements in literacy and numeracy in both the Broad General Education and Senior Phase and have been actively involved in Moderation training using Education Scotland's Understanding Moderation Materials.

The school has ensured that the Parent Council and wider parent body are advised of developments to support learning in literacy and numeracy. Family learning has been added to a PT remit and families have been invited to respond to a questionnaire with feedback collected. The school has shared findings with the parent body. There is an established weekly Makaton (Sign Language) Group which is attended by 7 families at present. The group meet weekly with the sessions personalised to ensure that the Makaton used supports the family situation. The Makaton trainer has also been asked to support the family of 3 year old child within Inverclyde. Parents have found this to be very supportive and helps them communicate better with their children.

The school intends to introduce a Parents' Group where the intention is to meet monthly with an identified focus facilitated by speakers on a range of topics including advice from Social work on direct payments, Barnardos, CEOP advice, SPRED group and other topics that parents suggest.

4.5 Improve pace and challenge in learning

The new senior managers are aware that pace and challenge across the school needed to be addressed quickly. They have established a Quality Calendar and have agreed planned visits to each classroom together with opportunities for discussion with each teacher about planning. This will ensure that the needs of all children and young people are considered and met. This had led to an improved culture of professional engagement, collegiate working and self-reflection. A tracking system has been put in place to support continuous progress for learners across the curriculum and at points of transition. A range of data and information about learners is being gathered to monitor and track attainment and achievement of all learners. Senior leaders are committed to developing this further. This will lead to continuous improvement in learning and teaching and improved outcomes for all learners.

4.6 Develop the curriculum to allow children and young people to make better progress in their learning

Senior managers are committed to ensuring that the highest possible standards and success for all learners are achieved. Both teachers and parents have been consulted on the curriculum model for Craigmarloch with focus on the structure of both the primary and secondary departments. The school has increased distributed leadership opportunities with teachers leading developments in a range of areas. Communication Passports have been developed. These inform any staff member working with a pupil of the best possible approach in which to communicate. GIRFEC Profiling has been improved further. This supports pupil learning by ensuring that those working with the

children and young people have a clear understanding of individual strengths and areas where further support is required. The National 1+2 languages Policy is being taken forward in Primaries 6 and 7. Children are enjoying learning to speak French. This initiative will be extended to younger children in line with other mainstream primary schools.

There is increased involvement with partners to support senior pupils from the MCMC team and Community Learning and Development. Colleagues from CLD have established a programme for young people with severe and complex learning needs. This is proving to be very supportive and is improving transitions beyond school.

Partnerships with Inverclyde Adult resources have been strengthened. A group of senior pupils attend the McPherson Centre to work on a Community Gardening Project. This develops lifeskills and is leading to improved choices and opportunities for young people. As a result young people are more responsive and engaged.

In the senior phase there are an increased number of pupils accessing the Port Glasgow Campus for a range of classes including:

- S1 pupil accessing science in Port Glasgow High School.
- S2 Pupil accessing PE, Maths and Science
- 1 S5 pupil accessing Technical in St Stephens at Nat 5
- 1 S5 pupil accessing Chemistry at Nat 5 and Maths Nat 5 in Port Glasgow High School
- 2 S6 pupils accessing Art in St Stephens at N4
- 1 S4 pupil accessing Hospitality at N3 in Port Glasgow High School
- 1 S5 pupil accessing Craigmarloch from St Stephens for Home Economics

In addition Senior pupils in Port Glasgow High School pupils are leading paired reading with S1 Craigmarloch pupils. Craigmarloch pupils are also taking part in an S1 induction programme in both Port Glasgow and St Stephen's High Schools.

Liaison between the Craigmarloch Depute Head Teacher and St Stephen's PT Learning Support has developed. This has increased opportunities for young people across the Campus and is supporting the warm shared ethos. An example of this is that staff from all three schools have volunteered to work together to support Downs Syndrome Awareness Day. Staff have also worked together to support Industry Day. This has improved staff awareness and confidence and has led to more purposeful, relevant activities and social events for pupils.

Craigmarloch pupils are accessing the boys' group and the girls' group in St Stephen's High School. Further discussion is underway about the possibility of National 3 Maths and Language groups for both Craigmarloch and St Stephen's pupils being established in the near future. A Makaton group has been established for the Campus pupils. Pupils across the Campus have joined together for a residential premiership football experience trip.

4.7 Improve approaches to self-evaluation and ensure these lead to improved outcomes for children and young people

The Head Teacher has a shared vision for continuous improvement. The school will continually reflect on and develop practice by ensuring that self-evaluation processes are robust. The new self-evaluation toolkit, "How good is our school 4?" is central to the work of the school. Strategies are being put in place to monitor and evaluate the impact of changes on outcomes for learners.

5.0 ADDITIONAL IMPROVEMENTS

- 5.1 Work with parents is high on the school's agenda. A successful 'Meet the new SMT and teachers Event' was held recently. Plans to further develop work with the Parent

Council are underway. A range of fundraising activities have been organised. Parents of children and young people from ASN schools and bases across Inverclyde were invited to visit, which resulted in parents giving consideration to early transition to Craigmarloch.

There has been further development and implementation of an extended transition programme in partnership with staff and parents from All Saints' Communication and Language Base.

5.2 While the school has existing links with the Church of the Nazarene, the Head Teacher has met with David Gifford of St Mary Episcopal church to discuss input to school assemblies. The school is also supported by the Paisley Diocese and a Roman Catholic link has been established. Where appropriate pupils attend Mass each Monday. Pupils are making Confirmations at St Stephen's Oratory. A Friday Mass has been established for primary pupils in St Francis Primary School. Bishop John Keenan attended Confirmations and has plans to visit the school again in the near future.

5.3 School assemblies have been restructured and are focused on celebrating achievement. A reward system has been agreed after consultation with teachers, young people and parents.

The school took part in Greenock Festival with 19 of Primary pupils performing four musical items at the Inverclyde Music Festival Showcase. Primary pupils were asked back to perform during the final Awards Ceremony on the Saturday evening and ten 10 Secondary pupils performed as part of the PGHS Junior Orchestra on the Friday evening in the non-competitive category.

Pupil Voice has been further developed. Every child and young person is now a member of a group. For example, Road Safety, Eco and Fair Trade.

A further report on progress will be produced for the Education & Communities Committee meeting in September 2017.

6.0 IMPLICATIONS

Finance

6.1 Financial Implications

One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
N/A					

6.2 Legal

N/A

6.3 Human Resources

N/A

6.4 Equalities

There are /are no equality issues within this report. – **fill in as appropriate**

Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
✓	NO – This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

6.5 Repopulation

N/A

7.0 CONSULTATION

7.1 N/A

8.0 LIST OF BACKGROUND PAPERS

8.1 N/A

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Chief Financial Officer and Corporate Director Education, Communities and Organisational Development	Report No:	FIN/13/17/AP/IC
Contact Officer:	Iain Cameron	Contact No:	01475 712832
Subject:	Education 2016/17 Revenue Budget- Period 9 to 31 December 2016		

1.0 PURPOSE

- 1.1 To advise the Committee of the 2016/17 Revenue Budget position as at Period 9 to 31 December 2016.

2.0 SUMMARY

- 2.1 The total Education budget for 2016/17, excluding planned carry forward for Earmarked Reserves, is £73,759,460. The School Estate Management Plan accounts for £14,631,000 of the total Education budget. The latest projection is an underspend of £629,000, an increase of £114,000 since the last Committee.
- 2.2 The main reasons for the 2016/17 projected underspend are –
- (a) Projected underspend of £365,000 for Teachers Employee Costs. £30,000 of this relates to a saving due to the secondment of a Quality Improvement Officer (QIO) to the Attainment Challenge and £30,000 relates to a vacant post within Early Years Education. A delay in filling posts within Garvel School and Psychological Services has resulted in a saving of £56,000. The balance of £249,000 is due to the number of teachers employed in Primary and Secondary schools projected to be less than budget for the remainder of this Financial Year. The teachers' turnover budget has been increased by £239,000 for 2017/18 as part of the recently approved budget.
 - (b) Projected underspend of £76,000 for Non Teachers Employee Costs. £30,000 of this underspend is due to the early achievement of a budget saving. The balance of £46,000 is due to vacant posts within Education Headquarters and Community Learning and Development.
 - (c) Projected underspend of £31,000 for Non Domestic Rates due to Empty Relief for Kilmacolm and St Patrick's Primaries while refurbishment and construction work has taken place.
 - (d) Projected overspend of £48,000 for Water, £37,000 of which relates to the previously reported drainage charges at Clydeview Academy and Notre Dame High Schools. Officers of the Council continue to negotiate with the operator of these PPP schools regarding a refund of costs against the Unitary Charge payments and corrective drainage work being carried out.

-
- (e) Projected underspend of £107,000 for Contract Cleaning within schools following the early implementation of operational efficiencies by Environmental and Commercial Services.
 - (f) Projected underspend of £135,000 for ASN Transport which is the same as reported to the last Committee. As part of the approved 2017/18 budget, it has been agreed to reduce the ASN Transport Budget by £90,000 to reflect the recent expenditure trend and at the same time create an Earmarked Reserve to smooth any fluctuations in demand.
 - (g) Projected underspend of £26,000 for ASN Placements. The budget contains a contingency for one additional placement and this was not required for the first nine months of the Financial Year.
 - (h) Projected overspend of £20,000 for ASN Support. This relates to expenditure on Audiology Services and the purchase of Assistive Technology products for Craigmarloch School and St Michael's Primary School.
 - (i) Projected over recovery of income of £50,000 for income received from other Local Authorities for placements within Garvel and Craigmarloch

2.3 Earmarked Reserves for 2016/17, excluding those for Asset Plans and Strategic Funds, total £1,400,000 of which £632,000 is projected to be spent in the current financial year. To date expenditure of £388,000 (61.4%) has been incurred. Spend to date per profiling was expected to be £548,000, therefore year to date expenditure is £160,000 or 29.2% behind phased spend. The majority of the slippage relates to payments to The Beacon due to final retention for construction work not being finalised.

3.0 RECOMMENDATION

3.1 That the Committee notes the current projected underspend of £629,000 for the 2016/17 Education Revenue Budget as at Period 9 to 31 December 2016.

Alan Puckrin
Chief Financial Officer

Wilma Bain
Corporate Director Education,
Communities & Organisational Development

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise the Committee of the current position of the 2016/17 Revenue Budget as at Period 9, 31 December 2016 and highlight the main issues contributing to the projected underspend of £629,000.

5.0 2016/17 PROJECTION

- 5.1 The total Education budget for 2016/17, excluding planned carry forward for Earmarked Reserves, is currently £73,759,460. This is an increase of £270,000 from the approved budget. Appendix 1 gives details of the budget movement responsible for this increase.
- 5.2 The main issues to highlight in relation to the 2016/17 projected underspend of £629,000 are:

Employee Costs - Teachers

The total budget for Teachers Employee Costs is £38,201,000 and the latest projection is an underspend of £365,000 or 1.0%, an increase in underspend of £45,000 since the last Committee. £30,000 of the projected underspend relates to a saving due to the secondment of a Quality Improvement Officer (QIO) to the Attainment Challenge, £30,000 relates to a vacant post within Early Years Education and £56,000 relates to the delay in filling vacant posts within Garvel School and Psychological Services. The balance of £249,000 is due to the number of teachers employed in Primary and Secondary schools projected to be 7fte less than budget for the remainder of this Financial Year. However, it should be noted that all schools are operating with their full complement of teachers per the current staffing formula. It was agreed as part of the 2017/18 budget to increase the turnover target for teachers by £239,000.

Employee Costs – Non Teachers

The total budget for Non Teacher Employee costs is £15,779,000 and the latest projection is an underspend of £76,000 or 0.5%. The early achievement of the Business Support in Schools budget saving accounts for £30,000 of the projected underspend. The balance of £46,000 is due to vacant posts within Education Headquarters and Community Learning and Development.

Non Domestic Rates

The budget for Non Domestic Rates is £3,163,810 and the latest projection is an underspend of £31,000. This is due to Empty Relief for Kilmacolm and St Patrick's Primaries while refurbishment and construction work has taken place.

Water

The total budget for Water is £259,000 and the latest projection is an overspend of £48,000. The majority of the projected overspend relates to the previously reported drainage charges at Clydeview Academy and Notre Dame High School. Officers of the Council continue to negotiate with the operator of these PPP schools regarding a refund of costs against the Unitary Charge payments and corrective drainage work being carried out. The projection is the same as previously reported to Committee.

Contract Cleaning

The total budget for Contract Cleaning is £1,332,000 and the latest projection is an underspend of £107,000, a decrease in underspend of £2,000 since the last Committee. A budget saving of £100,000 for the 2017/18 Contract Cleaning budget was approved by the Policy & Resources Committee on 20 September 2016. This saving has now been achieved early.

ASN Transport

The total ASN Transport budget is £508,000 and the latest projection is an underspend of £135,000. The projected out-turn for 2016/17 is £86,000 less expenditure than the previous year. Approximately £10,000 of this reduction is due to children no longer being transported outwith Inverclyde. £23,000 of the reduction relates to reduction in costs for transporting children to the School Age Language Unit and Stella Maris. These children are now transported by Internal Transport vehicles. The remaining balance relates to a reduction in ASN transportation to mainstream schools due to a number of contracts ending. The projected underspend is the same as previously reported to Committee. As part of the approved 2017/18 budget it was agreed to reduce the ASN Transport budget by £90,000 to reflect recent expenditure trends and at the same time create an Earmarked Reserve to smooth any fluctuations in demand.

ASN Placements

The total budget for ASN Placements is £405,000 and the latest projection is an underspend of £26,000. The budget contains a contingency for one additional placement and this was not required for the first nine months of the Financial Year. The projected underspend has increased by £6,000 since last Committee due to another two months contingency being released.

ASN Support

The ASN Support budget for 2016/17 is £58,000 and the latest projection is an overspend of £20,000. This relates to expenditure on Audiology Services and the purchase of Assistive Technology products for Craigmarnoch School and St Michael's Primary School. There is no change to this projection since last Committee.

Income from Other Local Authorities

The Income from Other Local Authorities budget is £303,720 and the latest projection is an over recovery of income of £50,000. This income is received for children from outwith Inverclyde who are placed within Garvel and Craigmarnoch.

Appendices 2 and 3 provide more details on the projected variances.

6.0 EARMARKED RESERVES

- 6.1 Earmarked Reserves for 2016/17, excluding those for Asset Plans and Strategic Funds, total £1,400,000 of which £632,000 is projected to be spent in the current financial year. To date expenditure of £388,000 (61.4%) has been incurred. Spend to date per profiling was expected to be £548,000, therefore year to date expenditure is £160,000 or 29.2% behind phased spend. About half of the slippage relates to payments to The Beacon due to final retention for construction work not being finalised.

7.0 VIREMENTS

- 7.1 There are no virements this Committee cycle.

8.0 IMPLICATIONS

8.1 Finance

All financial implications are discussed in detail within the report above.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend This Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs / (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend This Report £000	Virement From	Other Comments
N/A					

8.2 Legal

There are no specific legal implications arising from this report

8.3 Human Resources

There are no specific human resources implications arising from this report.

8.4 Equalities

There are no equalities issues with this report.

8.5 Repopulation

There are no repopulation issues with this report.

9.0 CONSULTATION

9.1 The paper has been jointly prepared by the Chief Financial Officer and the Corporate Director Education, Communities and Organisational Development.

10.0 BACKGROUND PAPERS

10.1 There are no background papers for this report.

Education Budget Movement - 2016/17**Period 9: 1st April - 31st December 2016**

Service	Approved Budget	Movements			Revised Budget	
	2016/17 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2015/16 £000
Corporate Director	141					141
Education	70,690	(37)	(149)	446	(9,094)	61,856
Inclusive Education	9,940		109			10,049
Safer & Inclusive Communities	1,812		(99)			1,713
Totals	82,583	(37)	(139)	446	(9,094)	73,759

Movement Detail

£000

External Resources

1+2 Language Grant
Probationer Teacher Funding

72
374
446

Virements

Street Mates from CLD to Safer Comms - upload correction
Early Achievement ASN Transport Saving
SWAN Contract
Water Re-Allocation
Cleaning Re-Allocation
Janitors to Communities
Biomass to Communities
Music Tuition to Communities

(70)
(40)
12
15
39
(40)
(35)
(20)
(139)

Inflation

SEMP Inflation
Gas Budget Inflation Removed
SPT Deflation

134
(143)
(28)
(37)

270

EDUCATION**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 7 : 1st April 2016 - 31st October 2016**

<u>Out Turn</u> <u>2015/16</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Budget</u> <u>2016/17</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u>	<u>Actual to</u> <u>31-Dec-16</u> <u>£000</u>	<u>Projection</u> <u>2016/17</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Over / (Under)</u>
37,338	Employee Costs - Teachers	38,201	25,774	25,195	37,836	(365)	(1.0%)
15,396	Employee Costs - Non teachers	15,779	10,948	10,754	15,703	(76)	(0.5%)
3,095	Non Domestic Rates	3,164	3,164	3,195	3,133	(31)	(1.0%)
306	Water	259	259	313	307	48	18.5%
753	Electricity	753	407	423	776	23	3.1%
1,235	Contract Cleaning	1,332	999	927	1,225	(107)	(8.0%)
460	ASN Transport	508	508	360	373	(135)	(26.6%)
381	ASN Placements	405	236	147	379	(26)	(6.4%)
105	ASN Support	58	34	63	78	20	34.5%
(330)	Income - Other Local Authorities	(304)	(228)	(247)	(354)	(50)	16.4%
Total Material Variances						(699)	

EDUCATION**REVENUE BUDGET MONITORING REPORT****CURRENT POSITION****PERIOD 9 : 1st April 2016 - 31st December 2016**

2015/16 Actual £000	Subjective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
37,338	Employee Costs - Teachers	37,893	38,201	37,836	(365)	(1.0%)
15,396	Employee Costs - Non Teachers	15,318	15,779	15,703	(76)	(0.5%)
14,350	Property Costs	7,659	7,504	7,448	(56)	(0.7%)
3,758	Supplies & Services	4,000	3,859	3,878	19	0.5%
2,532	Transport Costs	2,084	2,043	1,916	(127)	(6.2%)
425	Administration Costs	428	425	423	(2)	(0.5%)
4,060	Other Expenditure	17,634	18,065	18,093	28	0.2%
(4,083)	Income	(2,433)	(3,023)	(3,073)	(50)	1.7%
73,776	TOTAL NET EXPENDITURE	82,583	82,853	82,224	(629)	(0.8%)
	Earmarked Reserves	0	(4,728)	(4,728)	0	
	Loan Charges / DMR	0	(4,366)	(4,366)	0	
	TOTAL NET EXPENDITURE excluding Earmarked Reserves	82,583	73,759	73,130	(629)	

2015/16 Actual £000	Objective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
139	Corporate Director	141	141	148	7	5.0%
55,006	Education	56,193	56,319	55,963	(356)	(0.6%)
7,455	School Estate Management Plan	14,497	14,631	14,631	0	-
62,461	TOTAL EDUCATION SERVICES	70,690	70,950	70,594	(356)	(0.5%)
8,106	ASN	8,494	8,520	8,245	(275)	(3.2%)
1,371	Other Inclusive Education	1,446	1,529	1,551	22	1.4%
9,477	TOTAL INCLUSIVE EDUCATION	9,940	10,049	9,796	(253)	(2.5%)
1,518	Community Learning & Development	1,555	1,486	1,458	(28)	(1.9%)
181	Other Safer & Inclusive	257	227	228	1	0.4%
1,699	TOTAL SAFER & INCLUSIVE	1,812	1,713	1,686	(27)	(1.6%)
73,776	TOTAL EDUCATION COMMITTEE	82,583	82,853	82,224	(629)	(0.8%)
	Earmarked Reserves	0	(4,728)	(4,728)	0	

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Education & Lifelong Learning

Project	Lead Officer/ Responsible Manager	Total Funding 2016/17	Phased Budget To Period 9 2016/17	Actual To Period 9 2016/17	Projected Spend 2016/17	Amount to be Earmarked for 2017/18 & Beyond	Lead Officer Update
		£000	£000	£000	£000	£000	
Creative Scotland Match Funding	Grant McGovern	100	75	75	100	0	Final year of funding for The Beacon Place Partnership. Spend will be completed by end of 2016/17.
Beacon Contract and Core Funding	Grant McGovern	529	265	190	270	259	Planned Funding for Beacon for 2016/17 was £75k for Retention and £270k of Revenue Support. £75k Retention will now be paid in 2017/18. Balance of £130k Revenue Support will be used in 2017/18 and £54k held as a contingency.
Funding for I Youth Zone Port Glasgow, Greenock & Gourock	Martin McNab	370	86	80	129	241	Projected expenditure based on £97k staff costs and £32k resources spend. P&R Committee of 20/09/16 approved the allocation of £180k from Free Reserves to fund the 3 I-Youth Zones in 2017/18 (Greenock will be funded from BLF in 2016/17)
School Clothing Grants	Grant McGovern	75	25	25	25	50	£25k now spent for 2016/17 (Year 2 of 4 year funding.) £50k c/f for remaining 2 years.
Rankin Park Bike Trail - School Use	Martin McNab	60	12	0	12	48	Phase 1 roll out in Academic Year 16/17 and Phase 2 in 17/18
Primary School Swimming - P6 to P4 Move	Martin McNab	60	0	0	30	30	£30k allocated for 16/17 and anticipated that invoices for buses and swim teachers will be charged to EMR at year end
PG Community Campus Apprenticeships	Ruth Binks	50	0	0	0	50	No expenditure projected for this Financial Year
Developing Young Person's Workforce	Ruth Binks	87	51	2	40	47	Phased budget included allocation of £14k to Econ Development in 16/17 & 17/18 to fund Trainee -Young Person started Nov 16 on 23 month contract, projection adjusted accordingly.
Secondary Schools Credit Union	Ruth Binks	19	19	9	19	0	£9k invoice from Tail O The Bank Credit Union for Staff Costs and Publicity was paid P6. An invoice for the balance will be received when funds are deposited in S1 pupils accounts.
School Holiday Lunches	Ruth Binks	50	15	7	7	43	£7k has been spend summer 2016. balance to be carried forward for use in 17/18.
Total		1,400	548	388	632	768	

Report To:	Education & Communities Committee	Date:	7 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development and Chief Financial Officer	Report	EDUCOM/18/17/EM
Contact Officer:	Eddie Montgomery	Contact No:	01475 712472
Subject:	Education Capital Programme 2016 – 2018 Progress		

1.0 PURPOSE

- 1.1 The purpose of the report is to update the Committee in respect of the status of the projects forming the Education Capital Programme and to highlight the overall financial position.

2.0 SUMMARY

- 2.1 This report advises the Committee in respect of the progress and financial status of the projects within the overall Education Capital Programme.
- 2.2 The Capital Programme reflects the review of the School Estate Funding Model as reported to the November 2016 Committee. The programme covers the period 2016/18.
- 2.3 Overall the Committee is projecting to contain the costs of the 2016/18 Capital Programme within available budgets.
- 2.4 Expenditure at 31st January is 91.12% of 2016/17 approved budget; there is net advancement from future years of £311k (4.12%) being reported. This is an increase in advancement of £40k (0.53%) since the last Committee due to minor fluctuation across budget lines.

3.0 RECOMMENDATIONS

- 3.1 That the Committee notes the progress on the specific projects detailed in Appendix 1.
- 3.2 That the Committee approves delegated authority to the Head of Legal and Property Services to agree, execute and deliver the Design and Build Development Agreements for:
- the Moorfoot Primary School Refurbishment project as detailed in 7.1 below provided the cost is within the budget allocation for the project.
 - the St Ninian's Primary School project as detailed in 7.3 below provided the cost is within the budget allocation for the project.
 - the New Build West End of Greenock Early Years project as detailed in 7.5 below provided the cost is within the budget allocation for the project.

- 3.3 That the Committee approves the issue of tenders for the Glenbrae Children's Centre Relocation (Aberfoyle Road Refurbishment) project, and grants delegated authority to the Head of Legal & Property Services to accept the most economically advantageous tender provided the cost is within the budget allocation for the project (para 7.4).

Wilma Bain
Corporate Director Education,
Communities & Organisational
Development

Alan Puckrin
Chief Financial Officer

4.0 BACKGROUND

- 4.1 This report shows the current position of the approved Education Capital Programme reflecting the allocation of resources approved by the Committee at the meeting of 1st November 2016.
- 4.2 The School Estate Strategy approved by the Committee will deliver a comprehensive programme of new and refurbished schools which will address the modernisation of the Council's entire school stock. The acceleration of the School Estate Management Plan approved at the Council budget setting meeting of 10th March 2016 will see completion of the remaining projects by 2020. The Education Capital Programme detailed in this report shows details of projects which will incur expenditure up to March 2018.

5.0 PROJECTS COMPLETE ON SITE / WITHIN DEFECTS LIABILITY PERIOD

5.1 Kilmacolm Primary School Refurbishment:

The school transferred back to the refurbished building at the end of October 2016 with the first day of operation on the 28th. The Client Services Team continues to work with the school and stakeholders in conjunction with hub West Scotland and the Contractor to address snagging and defects utilising out of hours working as required during the defects liability period.

5.2 St Patrick's Primary School New Build:

The school transferred to the new facility at the end of November 2016 with the first day of operation on the 24th. The Client Services Team continues to work with the school and stakeholders in conjunction with hub West Scotland and the Contractor to address snagging and defects utilising out of hours working as required during the defects liability period. An official opening ceremony is planned for Tuesday 21st February 2017.

6.0 PROJECTS ON SITE / UNDER CONSTRUCTION

6.1 Bluebird Family Centre Refurbishment:

The project commenced on site on Monday 30th January to complete July 2017. The Centre was decanted to accommodation within the existing St Joseph's PS in October 2016 to allow clearance and enabling works to be undertaken within the Bluebird building ahead of the main construction contract. The contractor has completed the compound set-up and has commenced the initial downtakings / stripping out works.

7.0 PROJECTS AT BRIEFING/DESIGN/PRE-CONSTRUCTION STAGE

7.1 Moorfoot Primary School Refurbishment:

The brief for the project has been developed in consultation with the various stakeholders including the school and Parent Council. The procurement is being progressed through hub West Scotland with the project now in the market testing phase and progressing towards completion of hub stage 2 and financial close. The Building Warrant has been submitted and formal planning approval has been granted. The decant strategy for the project involves use of the former Sacred Heart PS decant facility and temporary relocation of the existing Nursery Class in modular accommodation within the existing school grounds during the construction period. The temporary modular accommodation works are nearing completion with first day of occupation planned for Tuesday 14th February. Transfer of resources to the Sacred Heart Decant facility is on-going with decant transport arranged to allow first day of operation in the decant facility on Tuesday 14th February. The Client Services Team are managing the clearance of the existing building to allow enabling works to be progressed ahead of the main construction contract commencing which is anticipated

in April 2017 to complete by Easter 2018. The Client Services Team is maintaining regular contact with the school and Parent Council as the project is progressed.

As outlined above, the Moorfoot PS project is currently progressing towards completion of hub stage 2 and financial close subject to the conclusion of the market testing stage. Approval to sign up as participants in hub West Scotland was obtained at the Policy and Resources Committee of March 2013. Subsequent to that approval, the Council signed the Territory Partnering Agreement (TPA) and the Participants Agreement. Following approval to progress the Moorfoot project through the hub delivery model, the project has been progressing through the stages and regular updates have been provided to Committee. The current programme for the project now requires Committee approval to move to financial close on the project and enter into a Design and Build Development Agreement with hub West Scotland Ltd. (and related documents) for the design and construction of the refurbishment of Moorfoot Primary School. The Committee is requested to:

- Approve the execution, delivery and performance of the Design and Build Development Agreement with hub West Scotland Ltd. (and any documents incidental and/or relative thereto) in respect of the Moorfoot Primary School Project; and
- Grant delegated authority to the Head of Legal and Property Services to agree, execute and deliver the Design and Build Development Agreement (and any documents incidental and/or relative thereto) in respect of this project.

7.2 Lady Alice Primary School Refurbishment:

The brief for the project has been developed in consultation with the various stakeholders including the school and Parent Council. The Council's Technical Services Team are currently progressing the project to tender stage. The Building Warrant has been submitted and formal planning approval has been granted. The decant strategy for the project involves use of the former St Stephen's HS decant facility and temporary relocation of the existing Nursery Class in modular accommodation within the existing school grounds during the construction period. The temporary modular accommodation works are nearing completion with first day of occupation planned for Tuesday 14th February. Transfer of resources to the St Stephen's Decant facility is on-going with decant transport arranged to allow first day of operation in the decant facility on Tuesday 14th February. The Client Services Team are managing the clearance of the existing building to allow enabling works to be progressed ahead of the main construction contract commencing which is anticipated in May 2017 to complete by Easter 2018. The Client Services Team is maintaining regular contact with the school and Parent Council as the project is progressed.

7.3 St Ninian's Primary School New Build:

The brief for the project has been developed in consultation with the various stakeholders including the school and Parent Partnership. The procurement is being progressed through hub West Scotland with the project now in the market testing phase and progressing towards completion of hub stage 2 and financial close. The Building Warrant and formal Planning submissions have been made with the further statutory consultee queries addressed and awaiting a final response from SEPA to allow the Planning application to be determined. The strategy for the project involves construction of a new facility on the disused blaes pitch area opposite the recently constructed multi-use games area with the school remaining in its existing accommodation during the construction phase. Transfer to the new facility on completion will be followed by demolition of the existing building. The target programme for the new facility anticipates construction start in 2nd Quarter 2017 to complete by 2nd Quarter 2018. The Client Services Team is maintaining regular contact with the school and Parent Partnership as the project is progressed.

As outlined above, the St Ninian's PS project is currently progressing towards completion of hub stage 2 and financial close subject to the conclusion of the market testing stage. Approval to sign up as participants in hub West Scotland was obtained at the Policy and Resources Committee of March 2013. Subsequent to that approval the Council signed the Territory Partnering Agreement (TPA) and the Participants Agreement. Following approval to progress the St Ninian's project through the hub delivery model, the project has been progressing through the stages and regular updates have been provided to Committee. The current programme for the project now requires Committee approval to move to financial close on the project and enter into a Design and Build Development Agreement with hub West Scotland Ltd. (and related documents) for the design and construction of the new St Ninian's Primary School. The Committee is requested to:

- Approve the execution, delivery and performance of the Design and Build Development Agreement with hub West Scotland Ltd. (and any documents incidental and/or relative thereto) in respect of the St Ninian's Primary School Project; and
- Grant delegated authority to the Head of Legal and Property Services to agree, execute and deliver the Design and Build Development Agreement (and any documents incidental and/or relative thereto) in respect of this project.

7.4 Glenbrae Children's Centre Relocation (Aberfoyle Road Refurbishment):

The brief for the above project has been developed in consultation with the centre and Early Years Service. The Council's Technical Services Team are progressing through the detail design stage towards tender issue stage. The Building Warrant and formal Planning submissions have been made. The commencement of the project is linked to completion of the former District Court Offices project and the relocation of Technical/Property Services from the Aberfoyle Road building. The target programme for the project anticipates construction start in summer 2017 and completion in early 2018. The Centre will remain in its current location during the construction phase.

As outline above, the project is currently being progressed to tender stage with the estimated cost of works £1.137m as noted within appendix 1. Permission to issue tenders and approval for delegated authority to accept the most economically advantageous tender is requested.

7.5 New Build West End of Greenock Early Years Facility:

The proposals involve the provision of a new facility to replace the existing Kelly Street Children's Centre and Nursery within St Mary's PS. The procurement is being progressed through hub West Scotland with the project now approaching the market testing phase and progressing towards completion of hub stage 2 and financial close. The formal Planning submission has been made with the Building Warrant submission imminent. Further consultation with Scottish Water has resulted in agreement on a combined connection for the site with an increased attenuation level and the design is being progressed on this basis. The current target programme anticipated construction start in summer 2017 to complete by 2nd Quarter 2018 to align with the decant strategy for the future St Mary's PS Refurbishment and Extension project. The Client Services and Early Years Teams are maintaining regular contact with the Centre staff / stakeholders as the project is progressed.

As outlined above the West End of Greenock Early Years project is currently progressing towards completion of hub stage 2 and financial close subject to the conclusion of the market testing stage. Approval to sign up as participants in hub West Scotland was obtained at the Policy and Resources Committee of March 2013. Subsequent to that approval the Council signed the Territory Partnering Agreement (TPA) and the Participants Agreement. Following approval to progress the Early Years project through the hub delivery model the project has been progressing through the

stages and regular updates have been provided to Committee. The current programme for the project now requires Committee approval to move to financial close on the project and enter into a Design and Build Development Agreement with hub West Scotland Ltd. (and related documents) for the design and construction of the new West End of Greenock Early Years facility. The Committee is requested to:

- Approve the execution, delivery and performance of the Design and Build Development Agreement with hub West Scotland Ltd. (and any documents incidental and/or relative thereto) in respect of the West End of Greenock Early Years Project; and
- Grant delegated authority to the Head of Legal and Property Services to agree, execute and deliver the Design and Build Development Agreement (and any documents incidental and/or relative thereto) in respect of this project.

8.0 IMPLICATIONS

Finance

8.1 The expenditure at 31st January 2017 is £6.873m from a budget of £7.543m. This is expenditure of 91.12% of the approved budget after 83.33% of the year. No slippage is currently being reported with net accelerated spend of £311k.

8.2 The current budget position reflects the following:

- SEMP model approved by Committee in November 2016.
- Grant funding received in respect of implementation of the Children & Young People Bill and Free School Meals.
- Grant funding received in respect of project specific awards in connection with the Scotland's Schools for the Future programme.

The current budget is £49.707m, made up of £48.513m SEMP Supported Borrowing / Government Grant Funding and £1.194m Non-SEMP Supported Borrowing. The Current Projection is £49.707m.

8.3	Education & Communities	Approved Budget £000	Current Position £000	Overspend / (Underspend) £000
	Total School Estate	48,513	48,513	-
	Total Non School Estate	1,194	1,194	-
	Total	49,707	49,707	-

8.4 Please refer to the status reports for each project contained in Appendix 1.

Legal

8.5 There are no legal issues.

Human Resources

8.6 There are no human resources issues.

Equalities

8.7 Has an Equality Impact Assessment been carried out?

X

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required. See below.

Individual projects consider DDA issues as part of the development of the detailed designs and Building Standards approval (where required). There are no equalities issues.

Repopulation

8.8 The regeneration works outlined in this report should contribute to retaining and increasing the population within the area. There are no repopulation issues.

9.0 CONSULTATION

9.1 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

9.2 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

10.0 LIST OF BACKGROUND PAPERS

10.1 Education Capital Programme Technical Progress Reports February 2017. (A technical progress report is a project specific report which details the financial and progress position for current projects which have a legal commitment).

EDUCATION CAPITAL REPORT APPENDIX 1



COMMITTEE: EDUCATION & COMMUNITIES

Project Name	1	2	3	4	5	6	7	8	9	10	11
	<u>Est Total Cost</u>	<u>Actual to 31/3/16</u>	<u>Approved Budget 2016/17</u>	<u>Revised Est 2016/17</u>	<u>Actual to 31/01/17</u>	<u>Est 2017/18</u>	<u>Est 2018/19</u>	<u>Future Years</u>	<u>Start Date</u>	<u>Original Completion Date</u>	<u>Current Completion Date</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>			
SEMP Projects											
Demolish St Stephens HS	500	500	0	0	-12	0	0	0	May-18	-	Aug-18
St Patrick's PS - New Build	7,012	3,076	3,536	3,536	3,362	400	0	0	Aug-15	-	Nov-16
Kilmacolm PS - Refurbishment	4,435	1,576	2,394	2,559	2,053	300	0	0	Oct-15	-	Oct-16
Early Years Establishments - Care Commission Works	90	2	88	88	88	0	0	0	Apr-16	-	Mar-17
Bluebird Family Centre - Refurbishment	1,300	0	369	190	81	1,000	110	0	Jan-17	-	Jul-17
Greenock West Early Years Facility - New Build	3,105	0	150	89	69	1,476	1,400	140	-	-	-
Glenbrae Children's Centre - Aberfoyle Rd Refurbishment	1,137	0	100	57	0	700	380	0	-	-	-
Hillend Children's Centre - Refurbishment	1,031	0	0	0	0	96	700	235	-	-	-
Larkfield Children's Centre - Upgrade	350	0	0	0	0	0	0	350	-	-	-
Free School Meals Capital Grant	60	33	0	0	0	0	27	0	Apr-16	-	Mar-18
Lifecycle Fund	3,490	714	256	293	293	1,056	1,427	0	Apr-14	-	Mar-19
Balance of Contingency	195	0	50	0	0	95	100	0	-	-	-
Moorfoot PS Refurbishment	5,147	0	100	112	112	2,302	2,610	123	-	-	-
Lady Alice PS - Refurbishment	3,806	0	200	200	126	1,929	1,677	0	-	-	-
St Ninian's PS - New Build	9,280	0	176	208	208	4,703	4,261	108	-	-	-
Gourock PS - Extension	1,704	0	0	0	0	126	1,297	281	-	-	-
St Mary's PS - Refurbishment & Extension	5,291	0	0	0	0	150	3,224	1,917	-	-	-
Complete on site	945	0	0	343	343	0	602	0	-	-	-
TOTAL SEMP	48,878	5,901	7,419	7,675	6,723	14,333	17,815	3,154			
Non-SEMP Projects											
MUGA/Blaes Pitch Upgrades Complete on site	27	0	27	27	0	0	0	0	-	-	-
Primary School MUGA's - Various	802	605	97	152	150	45	0	0	Apr-14	-	Jun-16
TOTAL non-SEMP	829	605	124	179	150	45	0	0			
TOTAL ALL PROJECTS	49,707	6,506	7,543	7,854	6,873	14,378	17,815	3,154			

Report To:	Education & Communities Committee	Date:	07 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/21/17/JB
Contact Officer:	Janice Boyd, Equalities Officer	Contact No:	01475 712853
Subject:	Education Equality Mainstreaming Report and Equality Outcomes		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide Committee members with a set of draft Equality Outcomes and a Mainstreaming Report which are both required to be published by 30 April 2017 as part of our Education Authority legislative duties under the Equality Act 2010.

2.0 SUMMARY

- 2.1 An Education Focus Group produced the first draft set of Education Equality Outcomes in 2013. The groups consisted of one Depute Head Teacher, a secondary school teacher, 2 Primary Head Teachers and an early years member of staff, as well as representation from Psychological Services, CLD and the teacher trade unions.
- 2.2 Progress against these outcomes was originally reported as part of the Council's Mainstreaming Report published in 2015. Further progress is now reported as part of the attached Education Mainstreaming Report. It was considered that the outcomes were only partially completed and therefore it is proposed to continue with them although wording has been altered slightly to reflect the current educational curriculum.
- 2.3 The equality legislation requires the Education Mainstreaming Report, together with revised equality outcomes, to be published by 30 April 2017. However, in view of there being local elections in May this year, the Scottish Councils Equality Network and COSLA wrote a joint letter to the Equality and Human Rights Commission and the Scottish Government regarding the timescales involved for publication of the documents. The response is attached as Appendix 1 and advises:

"...local authorities should seek provisional sign off for their Mainstreaming Reports and future Equality Outcomes from the outgoing council, as per the timescales required to ensure publication by end April 2017.

The Commission has agreed to defer commencing its compliance checks for 4 – 6 weeks after the new council is in place to allow the incoming council time to consider the Mainstreaming Reports/Equality Outcomes, make any changes they feel are necessary and ratify the final version of their reports/outcomes."

- 2.4 The Corporate Equalities Group does not anticipate that it will be necessary to utilise the extended timescale for the mainstreaming report, as this is a report on progress that has been made towards previously agreed equality outcomes. The group further considers there is no reason to extend the timescale for approving the revised Education Equality Outcomes unless major amendments are proposed during the public consultation exercise which is scheduled to finish in the middle of March.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Education and Communities Committee:

- a. Approves the draft Education Authority Mainstreaming Report;
- b. Approves the draft Education Authority Equality Outcomes subject to no major amendments being proposed to the outcomes during the public consultation; and
- c. Agrees that final approval of the Education Authority Equality Outcomes is remitted to the incoming members of the Education and Communities Committee at the first meeting following the local elections in May, if major amendments are required following the public consultation exercise.

Wilma Bain
Corporate Director
Education, Communities & Organisational Development

4.0 BACKGROUND

- 4.1 The Equality Act 2010 replaces previous anti-discrimination laws with a single Act. The majority of the Act came into force on 1 October 2010.

Prior to the Equality Act 2010, there were 3 separate public sector equality duties covering race, disability and gender. The Equality Act 2010 replaced these with a new single public sector equality duty covering the protected characteristics of race, sex, disability, sexual orientation, religion and belief, age, gender reassignment, marriage and civil partnership and pregnancy and maternity.

The Equality Duty consists of a General Duty and Specific Duties. The purpose of the specific duties is to enable better performance of the general duty.

4.2 General Duty

The general duty came into effect on 5 April 2011 and has three aims. It requires listed public to have 'due regard' to the need to

1. eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010
2. advance equality of opportunity between people from different groups and
3. foster good relationships between people from different groups.

Due regard means it is necessary to consciously consider the three aims of the general duty as part of the process of decision-making. Whilst there are many examples of work undertaken to tackle unlawful discrimination, the role of public bodies in advancing equality and fostering good relations is less developed. Greater emphasis requires to be placed on how we engage with people who may be experiencing barriers to accessing services or opportunities as a result of a lack of support or thought in relation to their particular requirements, eg a disability or pregnancy and maternity.

4.3 Specific Duties

Specific duties came into effect on 27 May 2012. The specific duties require public bodies to set specific measurable equality objectives and to publish information about their performance on equality, so that the public can hold them to account. All information must be published in a way that makes it easy for people to access it.

Public bodies covered by the specific duties must:

- set specific measurable equality objectives and publish information about their performance on equality
- publish sufficient information to show they have considered the three aims of the general duty across their functions
- publish evidence of equality analysis undertaken to establish whether their policies and practices would further, or have furthered, the three aims of the General Duty
- gather, use and publish employment information
- publish gender pay gap information
- publish an equal pay statement
- consider award criteria and conditions in public procurement

- 4.4 Under the specific duties, education authorities are required to publish their equality outcomes and mainstreaming report separately from their partner local authority. A copy of the draft equality outcomes is attached as Appendix 2 together with a list of actions proposed against each outcome (although this list is not exhaustive and can be added to as appropriate) and the draft mainstreaming report is included as Appendix 3.

A draft set of equality outcomes and associated mainstreaming report for Inverclyde Council will be presented for approval to the Policy and Resources Committee at its next meeting in March 2017.

- 4.5 The draft outcomes will be subject to community consultation through an online survey on Survey Monkey and at a series of locality meetings which are scheduled to take place late February/early March. If this results in changes being proposed, then these can be reported to the Education & Communities Committee following the local elections.

5.0 IMPLICATIONS

5.1 Financial Implications - One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
n/a					

Financial Implications - Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if applicable)	Other Comments
n/a					

5.2 Human Resources

There are no HR implications resulting from this report.

5.3 Legal

There are no legal implications resulting from this report, although failure to publish our equality outcomes and mainstreaming report in time could lead to action being taken against the Council.

- 5.4 **Equalities:** This paper aims to progress the Council's commitment to equalities and in doing so comply with the associated legislative requirements for the Education Authority.

Has an Equality Impact Assessment been carried out?

YES (see attached appendix)

NO - This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

5.5 Repopulation

There are no repopulation implications resulting from this report.

6.0 CONCLUSIONS

- 6.1 The Education and Communities Committee is asked to consider the draft Education Equality Outcomes and Mainstreaming Report attached as Appendix 2 and 3.

7.0 LIST OF BACKGROUND PAPERS

- 7.1 None.

Local Government and Communities Directorate
Equality, Human Rights and Third Sector Division



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James Fowlie
Director
Integration & Development
COSLA
Verity House

Simon Cameron
Chair
SCEN

21 December 2017

Dear James and Simon

Thank you for your letter of 8 December to myself and Alastair. I am responding on behalf of us both.

We have discussed your request with the Commission and agreed with them that local authorities should seek provisional sign off for their Mainstreaming Reports and future Equality Outcomes from the outgoing council, as per the timescales required to ensure publication by end April 2017.

The Commission has agreed to defer commencing their compliance checks for 4 – 6 weeks after the new council is in place to allow the incoming council time to consider the Mainstreaming Reports/Equality Outcomes, make any changes they feel are necessary and ratify the final version of their reports/outcomes.

The Commission will, however, be checking to ensure drafts have been published within the statutory timescales.

I hope you will agree that this approach provides the flexibility that you were seeking, while remaining consistent with the statutory obligations on public authorities.

[Redacted signature area]

ppYVONNE STRACHAN
Head of Equality, Human Rights & Third Sector Division



Inverclyde Council – Education Equality Outcomes 2017-2021

No	Where do we want to be? (Outcome)	How will we get there? (Action)	How will we know? (Indicators/ Evidence)	Who is responsible?	Which protected characteristics will benefit?
Educ	All children and young people have the support that they need in relevant areas	<ul style="list-style-type: none"> • Continue training for appropriate staff on GIRFEC wellbeing assessments and the GIRFEC pathways model (initial training by 2018, ongoing training to 2021). • Continue to work with the national guidance from Scottish Government in order to implement the named person scheme (dates to be confirmed). • Continue to provide appropriate training and support for staff who are working with pupils who have a disability (ongoing). • Roll out and review the newly revised anti-bullying guidance and Positive Relationships Positive Behaviour policy for schools (by June 2017) • Collate and analyse anti-bullying returns for schools – identifying any trends or training needs (by 2018 and 2020) 	<ul style="list-style-type: none"> • Support is provided through the Inverclyde GIRFEC Pathways model • Inverclyde is in a position to implement the named person service when appropriate. • Staff report that they have increased confidence to meet the diverse needs of learners in their schools. • Needs identified through the collation of data are acted upon swiftly and improvements put in place. 	Education Services and HSCP	Disability, sex, sexual orientation, gender reassignment, race, religion or belief, pregnancy and maternity

No	Where do we want to be? (Outcome)	How will we get there? (Action)	How will we know? (Indicators/ Evidence)	Who is responsible?	Which protected characteristics will benefit?
Educ	Outcomes for all pupils are improved regardless of gender, ethnicity or any barriers to learning	<ul style="list-style-type: none"> All schools will consider Quality Indicator 3.1 Ensuring wellbeing, equality and inclusion from How Good is Our School? 4 as part of their self-evaluation process (by 2018) Provide continuing professional development for staff to ensure that differentiated approaches to learning, teaching and assessment are used within the classroom to meet the needs of all learners (ongoing) 	<ul style="list-style-type: none"> Schools report that they are effectively ensuring wellbeing and equality through their annual Standards and Quality Reports. School reviews show that teaching approaches are improved to meet the diverse needs of all pupils. 	Education Services	Sex, race, disability, gender reassignment, pregnancy & maternity, religion & belief
Educ	All school communities recognise and respect people of diverse age, race, faith, gender, sexual orientation, disability and ethnic culture.	<ul style="list-style-type: none"> Continue to deliver national and local initiatives that promote diversity (ongoing) Continue to review and update the Health and Wellbeing and Personal and Social Education (PSE) curriculum delivered to pupils in schools. This includes the implementation and evaluation of the revised Sexual Health and Relationship Strategy in 2017/18 	<ul style="list-style-type: none"> This will be evidenced through an increased participation in initiatives such as Rights Respecting Schools etc. All schools are confident in the delivery of equalities aspects of the Health and Wellbeing and PSE Curriculum. 	Education services	Race, Religion or belief, sexual orientation,

Education Authority Mainstreaming Report, Progress on Equality Outcomes and Equal Pay Report

2017



This document can be made available in other languages, large print, and audio format upon request.

Arabic

هذه الوثيقة متاحة أيضا بلغات أخرى والأحرف الطباعية الكبيرة وبطريقة سمعية عند الطلب.

Cantonese

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。

Gaelic

Tha an sgrìobhainn seo cuideachd ri fhaotainn ann an cànanan eile, clò nas motha agus air teip ma tha sibh ga iarraidh.

Hindi

अनुरोध पर यह दस्तावेज़ अन्य भाषाओं में, बड़े अक्षरों की छपाई और सुनने वाले माध्यम पर भी उपलब्ध है

Mandarin

本文件也可应要求，制作成其它语文或特大字体版本，也可制作成录音带。

Polish

Dokument ten jest na życzenie udostępniany także w innych wersjach językowych, w dużym druku lub w formie audio.

Punjabi

ਇਹ ਦਸਤਾਵੇਜ਼ ਹੋਰ ਭਾਸ਼ਾਵਾਂ ਵਿਚ, ਵੱਡੇ ਅੱਖਰਾਂ ਵਿਚ ਅਤੇ ਆਡੀਓ ਟੇਪ 'ਤੇ ਰਿਕਾਰਡ ਹੋਇਆ ਵੀ ਮੰਗ ਕੇ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।

Urdu

درخواست پر یہ دستاویز دیگر زبانوں میں، بڑے حروف کی چھپائی اور سننے والے ذرائع پر بھی میسر ہے۔



Education Services, Wallace Place, Greenock, PA15 1LZ



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1. Introduction

Inverclyde Council believes in, and is committed to, the principle of equality of opportunity. The Council recognises its responsibilities as a community leader, service provider and employer to encourage the fair treatment of all individuals and to tackle social exclusion and inequality. It also recognises the benefits this brings to the community, the Council and its employees.

The vision for the Inverclyde area is 'Getting it Right for Every Child, Citizen and Community'. This means that the Council and its partners will work in partnership to create a confident, inclusive Inverclyde with safe and sustainable, healthy, nurtured communities, and a thriving, prosperous economy, with active citizens who are resilient, respected and responsible and able to make a positive contribution to the area. The eight local outcomes, which the Council has adopted as its core strategic outcomes are:

1. Inverclyde's population is stable with a good balance of socio-economic groups.
2. Communities are stronger, responsible and more able to identify, articulate and take action on their needs and aspirations to bring about an improvement in the quality of community life.
3. The area's economic regeneration is secured and economic activity in Inverclyde is increased, and skills development enables both those in work and those furthest from the labour market to realise their full potential.
4. The health of local people is improved, combating health inequality and promoting healthy lifestyles.
5. A positive culture change will have taken place in Inverclyde in attitudes to alcohol, resulting in fewer associated health problems, social problems and reduced crime rates.
6. A nurturing Inverclyde gives all our children and young people the best possible start in life.
7. All children, citizens and communities in Inverclyde play an active role in nurturing the environment to make the area a sustainable and desirable place to live and visit
8. Our public services are of high quality, continually improving, efficient and responsive to local people's needs.

There are also a series of wellbeing indicators, which the Inverclyde Alliance has adopted, and which have been adapted and expanded from 'Getting it Right for Every Child' covering the core areas of Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included (SHANARRI).

These indicators are set out in the Single Outcome Agreement and are as follows:

Safe	Protected from abuse, neglect or harm and supported when at risk. Enabled to understand and take responsibility for actions and choices. Having access to a safe environment to live and learn in.
Healthy	Achieve high standards of physical and mental health and equality of access to suitable health care and protection, while being supported and encouraged to make healthy and safe choices.
Achieving	Being supported and guided in lifelong learning. Having opportunities for the development of skills and knowledge to gain the highest standards of achievement in educational establishments, work, leisure or the community.
Nurtured	Having a nurturing place to live and learn, and the opportunity to build positive relationships within a supporting and supported community.
Active	Having opportunities to take part in activities and experiences in educational establishments and the community, which contribute to a healthy life, growth and development.
Respected & Responsible	Respected and shared responsibilities. Citizens are involved in decision making and play an active role in improving the community.
Included	Overcoming social, educational, health and economic inequalities and being valued as part of the community.

The delivery of outcomes across the Council should also take into consideration how they impact on the above wellbeing indicators.

Our Nurturing Inverclyde approach aims to get it right for every child, citizen and community, and this includes how we ensure that people with protected characteristics are safe, healthy, achieving, nurtured, active, respected, responsible and included. There are particular issues for those with protected characteristics within these wellbeing outcomes. For example, keeping people safe from hate crime, ensuring that leisure services are accessible and making sure that no-one is excluded from being a valued part of the communities of Inverclyde.

1.1 Our Legal Obligations

The Equality Act 2010 replaces previous anti-discrimination laws with a single Act. The majority of the Act came into force on 1 October 2010. Prior to the Equality Act 2010, there were three separate public sector equality duties covering race, disability and gender. The Equality Act 2010 replaced these with a new single public sector equality duty covering the protected characteristics of race, sex, disability, sexual orientation, religion and belief, age, gender reassignment, and pregnancy and maternity. The equality duty consists of a general duty and specific duties. The purpose of the specific

duties is to enable better performance of the general duty. The legislation also covers marriage and civil partnerships but only for the first aim of the general duty.

General Duty

The general duty came into effect on 5 April 2011 and has three aims. It requires public bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010
- advance equality of opportunity between people from different groups
- foster good relationships between people from different groups

Due regard means it is necessary to consciously consider the three aims of the general duty as part of the process of decision-making. Whilst there are many examples of work undertaken to tackle unlawful discrimination, the role of public bodies in advancing equality and fostering good relations is less developed. Greater emphasis requires to be placed on how we engage with people who may be experiencing barriers to accessing services or opportunities as a result of a lack of support or thought in relation to their particular requirements, eg a disability or pregnancy and maternity.

Specific Duties

Specific duties came into effect on 27 May 2012. The specific duties require public bodies to set specific measurable equality objectives and to publish information about their performance on equality, so that the public can hold them to account. All information must be published in a way that makes it easy for people to access it.

Public bodies covered by the specific duties must:

- set specific measurable equality objectives and publish information about their performance on equality
- publish sufficient information to show they have considered the three aims of the general duty across their functions
- publish evidence of equality analysis undertaken to establish whether their policies and practices would further, or have furthered the three aims of the General Duty
- gather, use and publish employment information
- publish gender pay gap information
- publish an equal pay statement
- consider award criteria and conditions in public procurement

1.2 Equalities Governance and Organisational Culture

The Equalities remit sits with the Head of Education within the Education, Communities and Organisational Development Directorate. The Corporate Equalities Group is chaired by the Head of Education and its terms of reference are to reinforce and progress the Council's commitment to equalities and in doing so comply with associated legislative requirements.

The role of the Corporate Equalities Group is to:

- drive the Council's commitment to equalities consistently across all services to ensure better equality outcomes
- ensure we are meeting our legislative duties as outlined in the Equality Act 2010
- establish a robust performance and planning framework for equalities

The focus of the Corporate Equalities Group meetings is primarily on understanding and ensuring compliance with the legislative duties arising from the Equality Act 2010. The Group also monitors progress against the published equality outcomes, facilitates support for staff directly involved in delivering the outcomes, and offers relevant services an opportunity to showcase work or projects that relate directly to one or more of the protected characteristics.

1.3 Supporting Education Services to Meet General Duty and Specific Duties

The Equalities Officer is located within Education Services but works alongside all directorates and services to help build capacity to effectively mainstream equality and diversity within Inverclyde Council.

Specific examples of interventions for Education Services have included:

- An option for refresher training for appropriate staff.
- Working alongside staff when conducting equality impact assessments to ensure that due regard is being considered appropriately
- Delivering general equalities training to a wide range of staff, including a session with all Heads of Educational Establishments
- Bringing in Nil by Mouth to deliver a series of training sessions on anti-sectarianism
- Extending an existing contract with Language Line to provide a telephone interpretation service with training for all relevant staff
- Providing support for individual cases where equality considerations may become a potential issue.

The legislation requires the Education Authority to publish its equality outcomes and mainstreaming report separately from its partnering local authority and this report is therefore a complementary report to the Inverclyde Council Mainstreaming Report.

2. Education Equality Outcomes

The Education Equality Outcomes were produced in 2013 by an Education Focus Group which consisted of one Depute Head Teacher, a secondary school teacher, 2 Primary Head Teachers and an early years member of staff, as well as representation from Psychological Services, CLD and the teacher trade unions.

Education Outcome 1 – All children and young people get the support that they need in relevant areas through the GIRFEC pathways model (changed from Staged Intervention and Assessment Process)

- Our support is provided to all children and young people using the GIRFEC pathways model

- Every learner may require additional help and support; this support need is identified by teaching staff and addressed through various interventions.
- Curriculum for Excellence (CfE) continues to allow curriculum flexibility to address the needs of the individual learner
- More Choices, More Chances Team continues to support schools to deliver Personal Learning Pathways which include aspects of curriculum flexibility, alternative curriculum choices and access to post-school positive destinations
- The curriculum pathway model supports schools and learning communities to identify appropriate support for young people at transition and in curriculum choices
- Every member of staff has had access to trained on the GIRFEC pathway including wellbeing assessments and the development of individual Child Plans
- Support for our most vulnerable learners continues to be provided through local provision (Lomond View and Craigmarnoch)

Education Outcome 2 – All staff use equalities guidance to promote equal opportunities, fairness, good relations and positive attitudes to members of their community

- All schools continue to reflect the Equality Guidance in their School Values and Mission Statements
- Generally a greater understanding and awareness of Equality issues across education.
- Health and Wellbeing indicators are “responsibility of all” and embedded across the 3 – 18 curriculum
- The Health and Wellbeing School Survey/Student Questionnaire reported on in the last mainstreaming report has resulted in the second annual Clyde Conversations conference for young people and relevant partner agencies. Themes of workshops were chosen by young people and included teenage sexual health and LGBT+

Education Outcome 3 – All school communities recognise and respect people of diverse age, race, faith, gender, sexual orientation, disability and ethnic culture

- All schools have had equalities in their school development plans which has informed part of their standards and quality reporting process. This is now part of the mainstreaming reporting process for schools as they analyse self-evaluation.
- School Values and Mission/Vision statements reflect equality act
- Staff training / Professional Learning opportunities for all
- Health and Wellbeing covers many areas of Equalities and is the “responsibility of all”
- Secondary School - Mentors Against Violence Programme MVP
- Primary and Secondary Peer Support programmes
- Differing models of PSE delivered across all secondary schools –
- Reduction in number of complaints relating to equality issues
- Inverclyde continues to develop opportunities for schools to gain accreditation as Rights Respecting Schools. St Columba’s was the first school in Scotland to gain a level 2 accreditation, and now has been joined by another 4 Inverclyde schools. Newark Nursery was the first early years establishment to gain the early years award and St Andrews was the first school to gain the award in

Gaelic. We are the first place in the world to run the RRSA within our residential units who have all gained their ROC (recognition of commitment) award and are all working towards level 1.

- Schools involved in International Education programmes such as our Malawi link programme, exploring and respecting other cultures and values
- Social Enterprise Programmes – ethical business
- Most schools engage in a number of charity projects often engaging the wider school community

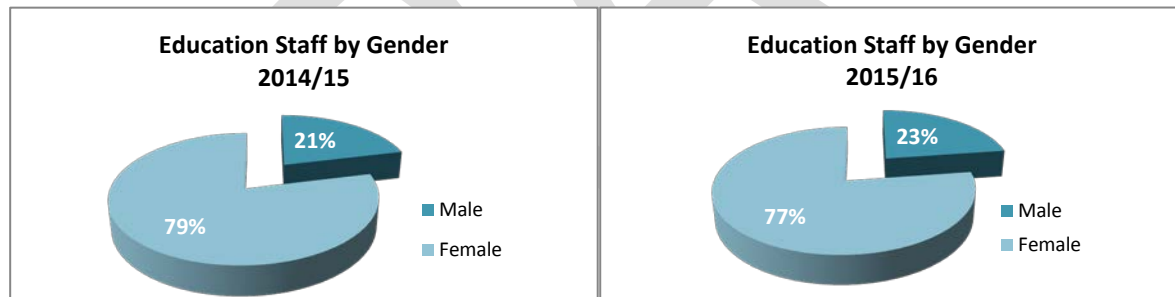
3. Education Authority - Employee Profile

3.1 Headcount Information

For the purposes of this mainstreaming report the headcount figure which is used represents each unique individual who works for Education Services within Inverclyde Council. Some employees have more than one job within the organisation and therefore the headcount figure used here, and for the breakdown of protected characteristics, will be less than other figures which express the number of jobs within the Council.

3.2 Gender

It can be seen from the charts below that nearly 80% female staff are employed within the Education Authority which reflects the main roles within this sector, namely: teaching, catering and support staff.



3.3 Age

Age Breakdown of Education Staff

Education Staff	2014/15		2015/16	
	Count	Percentage	Count	Percentage
16 - 19 years	0	0.0%	0	0.0%
20 - 29 years	112	12.4%	116	14.0%
30 - 39 years	235	26.0%	226	27.3%
40 - 49 years	200	22.1%	206	24.8%
50 - 59 years	277	30.7%	227	27.4%
60 - 65 years	78	8.6%	53	6.4%
Over 65 years	<5	0.1%	<5	0.1%

The data shows that the age profile within Education is remaining relatively stable with the biggest change relating to the 50-59 years grouping. However, as with the Council age demographics as a whole, there is a noticeable decrease in the percentage of staff who are aged below 30. Research into this may be required to understand the potential reasons for this and to ascertain whether this is a longer-term trend that needs to be addressed.

3.4 Disability

Education Staff	2014/15		2015/16	
Disability	5	0.55%	6	0.72%
No disability	287	31.78%	309	37.27%
Prefer not to answer	<5	0.44%	<5	0.48%
Null / Blank	607	67.22%	510	61.52%

There is a small improvement in the disclosure figures for 2015/16, but it is marginal. It may be necessary to explore if there is anything that could be done to help staff feel more comfortable about disclosing their personal information. (This relates to disclosure of details relating to all protected characteristics and not just disability.)

3.5 Ethnicity

Education Staff				
Ethnicity	2014/15		2015/16	
White				
a. Scottish	262	29.01%	294	35.46%
b. English	9	1.00%	6	0.72%
c. Welsh	-		-	
d. Northern Irish	<5	0.44%	<5	0.36%
e. British	12	1.33%	10	1.21%
f. Irish	<5	0.44%	<5	0.12%
g. Gypsy / Traveller	-		-	
h. Eastern European	-		<5	0.12%
i. Other white ethnic group	<5	0.44%	<5	0.36%
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	<5	0.11%	<5	0.12%
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	-		-	
b. Indian, Indian Scottish or Indian British	<5	0.11%	<5	0.24%
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	-		-	
d. Chinese, Chinese Scottish or Chinese British	-		-	
e. Other Asian, Asian Scottish or Asian British	-		-	
African				
a. African, African Scottish or African British	-		-	
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	-		-	
b. Black, Black Scottish or Black British	-		-	

c. Other Caribbean or Black	-	-	-	-
Other Ethnic Group				
a. Arab	-	-	-	-
b. Other	<5	0.11%	<5	0.12%
Prefer not to answer	<5	0.22%	<5	0.24%
Null / Blank	603	66.78%	505	60.92%

Disclosure of ethnicity has not been completed by more than half of the staff within the Education Authority and this will require further investigation to see if there is anything that can be done to improve the disclosure level.

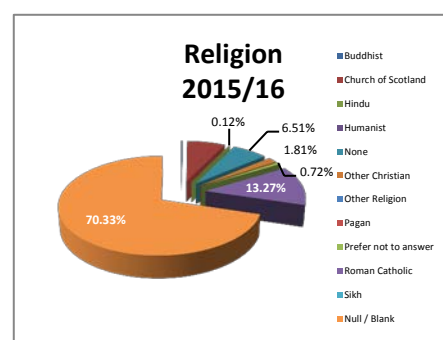
3.6 Sexual Orientation

Education Staff				
Sexual Orientation	2014/15		2015/16	
Lesbian, Gay or Bisexual	<5	0.11%	<5	0.48%
Heterosexual/Straight	202	22.37%	233	28.11%
Prefer not to answer	10	1.11%	10	1.21%
Null / Blank	690	76.41%	582	70.21%

The table above shows a marked improvement in disclosure since the last mainstreaming report reducing from 92.22% for “null/blank” in 2013/14 to 70.21% for 2015/16.

3.7 Religion and Belief

Education Staff				
Religion or Belief	2014/15		2015/16	
Buddhist	2	0.22%	2	0.24%
Church of Scotland	49	5.43%	58	7.00%
Hindu	-	-	1	0.12%
Humanist	1	0.11%	-	-
None	41	4.54%	54	6.51%
Other Christian	14	1.55%	15	1.81%
Other Religion	-	-	-	-
Pagan	-	-	-	-
Prefer not to answer	2	0.22%	6	0.72%
Roman Catholic	105	11.63%	110	13.27%
Sikh	-	-	-	-
Null / Blank	689	76.30%	583	70.33%



The disclosure rate for religion has increased marginally but consideration should be given as to possible methods to improve this further.

3.8 Marriage and Civil Partnership Status

Education Staff				
Marriage/Civil Partnership	2014/15		2015/16	
Divorced / Separated	31	3.43%	29	3.50%
Living with Partner	26	2.88%	27	3.26%
Married / Civil Partnership	268	29.68%	261	31.48%
Single	102	11.30%	117	14.11%
Widowed	5	0.55%	<5	0.24%
Prefer not to answer	42	4.65%	40	4.83%
Null / Blank	429	47.51%	353	42.58%

4. Education Authority - Leavers

4.1 Gender

Leavers (Education)	2014/15		2015/16	
Male	10	13.33%	17	23.61%
Female	65	86.67%	55	76.39%

4.2 Age

Age Category - Education Leavers	2014/15		2015/16	
Under 20 years	-	-	-	-
20-29 years	11	14.67%	11	15.28%
30-39 years	9	12.00%	12	16.67%
40-49 years	<5	4.00%	<5	4.17%
50-59 years	27	36.00%	16	22.22%
60-65 years	24	32.00%	28	38.89%
Over 65 years	<5	1.33%	<5	2.78%

4.3 Disability

Disability - Education Leavers	2014/15		2015/16	
Disability	-	-	<5	1.39%
Not disabled	22	29.33%	25	34.72%
Prefer Not to Answer	-	-	-	-
Blanks	53	70.67%	46	63.89%

As can be seen from the above table, the level of non-disclosure for Education Leavers is extremely high, albeit there is a gradual improvement for 2015/16 when compared to 2014/15. It will be important to undertake a review of Education disclosures to see if it can be improved to reflect the levels within other Council services.

4.4 Ethnicity

Ethnicity - Education Leavers	2014/15		2015/16	
White				
a. Scottish	14	18.67%	20	27.78%
b. English	<5	1.33%	<5	2.78%
c. Welsh	-	-	-	-
d. Northern Irish	<5	1.33%	-	-
e. British	<5	2.67%	<5	1.39%
f. Irish	<5	2.67%	<5	1.39%
g. Gypsy / Traveller	-	-	-	-
h. Eastern European	-	-	-	-
i. Other white ethnic group	<5	2.67%	<5	1.39%
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	-	-	-	-
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	-	-	-	-
b. Indian, Indian Scottish or Indian British	-	-	-	-
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	-	-	-	-
d. Chinese, Chinese Scottish or Chinese British	-	-	-	-
e. Other Asian, Asian Scottish or Asian British	-	-	-	-
African				
a. African, African Scottish or African British	-	-	-	-
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	-	-	-	-
b. Black, Black Scottish or Black British	-	-	-	-
c. Other Caribbean or Black	-	-	-	-
Other Ethnic Group				
a. Arab	-	-	-	-
b. Other	-	-	<5	1.39%
Prefer not to answer			-	
Null / Blank	53	70.67%	46	63.89%

4.5 Sexual Orientation

Education Leavers	2014/15		2015/16	
Lesbian, Gay or Bisexual	-	-	<5	1%
Heterosexual/Straight	13	17%	23	32%
Prefer not to answer	<5	1%	-	-
Null / Blank	61	81%	48	67%

There is a high level of null/blanks for sexual orientation, but there is still a significant increase in reporting figures since the last mainstreaming report (90.15% null/blank in 2013/14).

4.6 Religion or Belief

Education Leavers	2014/15		2015/16	
Buddhist	-	-	-	-
Church of Scotland	<5	1.33%	6	8.33%
Hindu	-	-	-	-
Humanist	-	-	-	-
None	<5	2.67%	7	9.72%
Jewish	-	-	-	-
Muslim	-	-	-	-
Other Christian	<5	2.67%	-	-
Other Religion	-	-	-	-
Pagan	-	-	-	-
Roman Catholic	8	10.67%	11	15.28%
Sikh	-	-	-	-
Prefer not to answer	-	-	-	-
Null / Blank	62	82.67%	48	66.67%

As with sexual orientation, there is a high level of null/blank responses for religion or belief. As can be seen in the tables below, leavers appear to be more comfortable to disclose their marriage and civil partnership status than some other categories. Staff should never be made to feel pressurised to provide their personal details, but a “prefer not to answer” response would be preferable to a null/blank response.

4.7 Marriage and Civil Partnership Status

Marriage/Civil Partnership	2014/15		2015/16	
Divorced / Separated	<5	4.00%	<5	1.39%
Living with Partner	5	6.67%	5	6.94%
Married / Civil Partnership	14	18.67%	18	25.00%
Single	8	10.67%	12	16.67%
Widowed	<5	2.67%	-	-
Prefer not to answer	<5	2.67%	-	-
Null / Blank	41	54.67%	36	50.00%

Report To:	Education and Communities Committee	Date:	07 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/22/17/RB
Contact Officer:	Ruth Binks	Contact No:	(01475) 712824
Subject:	Update on the use of the Pupil Equity Fund		

1.0 PURPOSE

- 1.1 The purpose of this paper is to update the Education and Communities Committee as to the emerging local and national guidance available to schools on the use of the Pupil Equity Fund (PEF).

2.0 SUMMARY

- 2.1 The PEF will be paid by the Government to local authorities by means of a ring-fenced grant which will indicate the amounts that should be allocated directly to each school. The amount allocated to each school has been determined by pupils in P1 – S3 who are eligible to be registered for free school meals.
- 2.2 National draft guidance is in place for schools and head teachers. Authority officers attended an event hosted by Education Scotland and the Scottish Government on 01 February 2017. Local guidance is being drawn up for head teachers which outlines proposed partnership working and any governance arrangements that are expected to be in place.
- 2.3 In the context of the two separate funding sources from the Attainment Challenge and the PEF, plans are in place to avoid duplication or omission and to ensure a whole authority overview of how we are reducing the attainment gap linked to deprivation.

3.0 RECOMMENDATIONS

- 3.1 The Education and Communities Committee is asked to note the contents of this report.

Ruth Binks
Head of Education

4.0 BACKGROUND

- 4.1 The First Minister launched the Scottish Attainment Challenge in February 2015 to narrow the poverty-related attainment gap. Initially seven Challenge Authorities were identified, including Inverclyde, and the Challenge Authorities were asked to submit bids focused on raising attainment in literacy, numeracy and health and wellbeing for pupils in SIMD 1 and 2 in the primary sector.
- 4.2 In June 2016 the Challenge Authorities were asked to submit bids for secondary schools in their areas. The Inverclyde bid was accepted by the Scottish Government in September 2016 and the Inverclyde Attainment Challenge work now covers the whole of the Broad General Education.
- 4.3 As part of the Scottish Government Attainment Challenge fund, the Scottish Government has committed a further £120 million allocated directly to schools to reduce the attainment gap linked to deprivation. In 2017/18, for each child in a publicly funded primary or secondary school who is eligible and registered for free school meals, the school will receive £1,200. This is known as Pupil Equity Funding (PEF). The 2017/18 allocation of PEF was calculated using the most recently available Healthy Living Survey and Pupil Census.

5.0 CURRENT POSITION

- 5.1 Each school was notified of its allocation of funding (Appendix 1) on 31 January 2017. Head teachers and local authority officers were invited to an event at Celtic Park hosted by the Scottish Government and Education Scotland on 01 February 2017. At the event, draft national operational guidance was distributed. As a local authority, we are currently working with appropriate officers and head teachers to issue additional guidance about how the fund will operate locally and the support that can be offered.
- 5.2 The draft key principles of the PEF are:
 - Head teachers must have access to the full amount of the allocated PEF.
 - The PEF must enable schools to deliver activities, interventions or resources which are clearly additional to those which are already planned.
 - Head teachers must work in partnership with each other, and their local authority, to agree the use of funding. Schools must take account of the statutory responsibilities of the authority to deliver educational improvement, secure best value, and the authority's role as employer.
 - Parents and carers, children and young people and other key stake holders should be involved in the planning process.
 - Funding must be provided for targeted support for children and young people affected by poverty to achieve their full potential. Although the PEF is allocated on the basis of free school meal eligibility, head teachers can use their professional judgement to bring additional children into targeted interventions.
 - Head teachers must base their use of the funding on a clear contextual analysis which identifies the poverty related attainment gap in their schools and plans must be grounded in evidence of what is known to be effective at raising attainment for children affected by poverty.
 - Schools must have plans in place at the outset to evaluate the impact of the funding.
- 5.3 Schools can spend their money on a variety of interventions which include working in partnerships, staffing, procurement of resources and equipment and ICT. If schools choose to spend money on additional teaching staff, then it should be noted that the additional staff employed do not contribute to the pupil teacher ratio for the authority. In the context of a shortage of teachers, schools will need to work in partnership to ensure that one school does not have a surfeit of teachers whilst another school in the authority cannot cover core teaching staff.

- 5.4 Head teachers have been asked to submit their plans to the education authority prior to beginning their projects. The plans should clearly show how they have involved pupils and young people, and parents and carers in their plans. The plans must clearly show the arrangements schools have in place to evaluate the projects. The format of the annual Standards and Quality (S & Q) report and School Improvement Plan (SIP) is also being revised in line with national guidance. In the future, the Scottish Government expects that schools will report on their use of the PEF through the normal process of reporting to parents through the Standards & Quality Report and School Improvement Plan.

6.0 IMPLICATIONS

Finance

6.1

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Schools	Various	17/18	£000 - £2,450,400	N/A	The Scottish Government will allow schools to carry forward this money.

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Legal

- 6.2 Schools must consider any legal implications when entering into partnership working and follow statutory guidance for procurement.

Human Resources

- 6.3 There will be substantial human resources implications for this policy, including recruitment, job sizing and ensuring that the authority is not liable for any permanent contracts beyond the duration of the funding.

Equalities

- 6.4 Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Repopulation

- 6.5 N/A.

7.0 CONSULTATIONS

7.1 Consultations have taken place with head teachers and unions.

8.0 CONCLUSIONS

8.1 Whilst the targeted PEF is very welcomed by Inverclyde, care will need to be taken to manage the process to ensure that bureaucracy is not increased for head teachers and that schools feel supported by central resources in the authority.

9.0 BACKGROUND PAPERS

9.1 Appendix 1.

Appendix 1

School allocation of PEF

Aileymill Primary School	Primary	£	184,800
All Saints Primary School	Primary	£	202,800
Ardgowan Primary School	Primary	£	87,600
Gourock Primary School	Primary	£	33,600
Inverkip Primary School	Primary	£	9,600
Kilmacolm Primary School	Primary	£	18,000
King's Oak Primary School	Primary	£	196,800
Lady Alice Primary School	Primary	£	90,000
Moorfoot Primary School	Primary	£	28,800
Newark Primary School	Primary	£	168,000
St Andrew's Primary School	Primary	£	109,200
St Francis' Primary School	Primary	£	120,000
St John's Primary School	Primary	£	70,800
St Joseph's Primary School	Primary	£	88,800
St Mary's Primary School	Primary	£	80,400
St Michael's Primary School	Primary	£	105,600
St Ninian's Primary School	Primary	£	40,800
St Patrick's Primary School	Primary	£	68,400
Wemyss Bay Primary School	Primary	£	18,000
Whinhill Primary School	Primary	£	96,000
Clydeview Academy	Secondary	£	43,200
Inverclyde Academy	Secondary	£	142,800
Notre Dame High School	Secondary	£	123,600
Port Glasgow High School	Secondary	£	88,800
St Columba's High School	Secondary	£	85,200
St Stephen's High School	Secondary	£	87,600
Craigmarloch School	Special	£	61,200
Lomond View Academy	Special	£	-

Report To:	Education and Communities Committee	Date:	07 March 2017
Report By:	Corporate Director Education, Communities & Organisational Development	Report No:	EDUCOM/33/17/RB
Contact Officer:	Ruth Binks	Contact No:	01475 712824
Subject:	Online School Payments Update		

1.0 PURPOSE

- 1.1 The purpose of the report is to provide the Committee with an update on the progress of the pilot for Online School Payments as requested at the last meeting of the Committee.

2.0 SUMMARY

- 2.1 A Business Case for Online School Payments was written in response to the Modernisation Corporate Improvement Groups request to explore an alternative option to the continued roll out of the current cashless catering system. The 4 options outlined within the Business Case were presented to the Corporate Management Team on 24/03/16.
- 2.2 The Corporate Management Team approved option 2 of the Business Case, a pilot of Online School Payments in 2 Primary Schools and 2 Secondary Schools during the 2016/17 academic session. The Council currently has a cashless catering system implemented in all 6 secondary schools and in 3 primary schools. Plans to roll out the current cashless catering system to the remaining 17 primary schools are on hold pending the outcome of the pilot.
- 2.3 Findings and recommendations are planned to be presented to the Digital Access Group and thereafter the Corporate Management Team in June 2017.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee note the contents of the report.

4.0 BACKGROUND

- 4.1 At the request of the Modernisation CIG, a project team was formed with the remit to produce a Business Case recommending an approach regarding the implementation of an Online School Payments System and to consider any impact this may have on the potential future roll out of a cashless catering system.
- 4.2 The cashless catering system is limited to collecting school meal income. The introduction of an Online School Payments solution widens the scope of income collected from school meals to include school activities (e.g. educational trips).
- 4.3 The processes in place for managing school related payments, for school meals and school activities, consist of cash being brought into schools by pupils and handled by a combination of catering, admin, teaching and janitorial staff.
- 4.4 In the 6 Secondary Schools and 3 Primary Schools where there is a Cashless Catering solution, pupils can choose to pre-load their catering accounts with cash via revaluation (reval) machines located within the schools. Additionally this allows Primary School pupils to pre-order meals during morning registration using the interactive whiteboard. This process means that cash is still brought in to schools by pupils and then handled and banked by various combinations of, admin, catering and janitorial staff.
- 4.5 For Primary Schools without cashless catering, dinner tickets are manually distributed and managed by admin and catering staff. This process is resource intensive for both admin and catering staff. Using a dinner ticket process creates a challenge in maintaining the anonymity of pupils entitled to a free school meal.
- 4.6 A Business Case for Online School Payments was presented to the Corporate Management Team in March 2016. The CMT approved option 2 of the Business Case, a pilot of Online School Payments during the 2016/17 academic session. The pilot is currently being undertaken in 2 primary schools and 2 secondary schools (St Mary's Primary School, St Ninian's Primary School, Inverclyde Academy and Clydeview Academy).

5.0 CURRENT POSITION

- 5.1 A Capability and Capacity Assessment was conducted in May 2016 to appoint a supplier from the Scotland Excel framework for Online School Payments. Following supplier demonstrations, ParentPay were awarded the contract.

As outlined in the Capability and Capacity Assessment, acceptance testing will be carried out in April 2017. The critical success factors for this project are as follows:

- Reduction in cash being handled by all parties
- Improve service to parents, guardians, carers
- Meal pre-ordering
- Reduction in food wastage
- Reduction in banking and travel budget
- Reduction in time spent going to the bank
- Improve management information
- Overall solution resulting in a saving or cost neutral to the Council

- 5.2 The population of pilot school sites was carried out during June - September 2016. Training was delivered towards the end of August 2016 to education admin, finance, catering and teaching staff. Following completion of training, initial payment items were added to school sites.

ParentPay was launched on the following dates:

St Mary's Primary School	31/10/2016
St Ninian's Primary School	14/11/2016

Inverclyde Academy 25/10/2016
 Clydeview Academy 25/10/2016

5.3 School meal income from 31/10/2016 – 27/01/2017 has been collated to establish the percentage of payments that were made online:

St Mary's Primary School 81%
 St Ninian's Primary School 94%
 Inverclyde Academy 24%
 Clydeview Academy 38%

Prior to the launch of ParentPay, communication plans were distributed to Head Teachers outlining the required promotion of the system with parents/carers. As of 27/01/2017, the following percentage of parents/carers activated a ParentPay account:

St Mary's Primary School 61%
 St Ninian's Primary School 78%
 Inverclyde Academy 12%
 Clydeview Academy 40%

5.4 Anecdotal feedback suggests that ParentPay has been well received. To gather quantitative evidence of this, it is proposed to issue a survey in February 2017 to admin, catering, finance and teaching staff, as well as parents/carers. Thereafter findings will be formally collated for use during acceptance testing.

EMERGING ISSUES

5.5 There are 24 revaluation machines within the authority. Upgrades to all machines are planned for early 2017 to accept new £5 polymer notes and £1 coins. There is a £10,000 cost attached to this upgrade. Existing £1 coins and £5 notes will no longer be legal tender by Autumn 2017.

A further upgrade will be required later in 2017 to manage the introduction of the new polymer £10 note. Costing's for this upgrade have yet to be established.

The number of revaluation machines in the estate can be reduced by rolling out the online system and would reduce the associated maintenance and upgrade costs.

6.0 IMPLICATIONS

Finance

6.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments

Legal

6.2 There are no direct legal implications arising from this report.

Human Resources

6.3 There are no direct human resource implications arising from this report.

Equalities

6.4 Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Repopulation

6.5 There are no direct repopulation implications arising from this report.

7.0 CONSULTATIONS

7.1 Corporate Communications

Internal Project Team – Education, Facilities, Finance, ICT, Procurement

Primary school and secondary school catering and admin staff

ParentPay

Other local authorities

Scotland Excel

Head Teachers

Education business support staff

Trade Union

Internal Audit

8.0 CONCLUSIONS

- 8.1 An update on the first phase of the implementation of the Online School Payments system was presented to the Corporate Management Team on 9 February 2017. It was agreed that a further report will be prepared for the CMT.

9.0 BACKGROUND PAPERS

- 9.1 There are no background papers relevant to this report.

**INVERCLYDE COUNCIL
EDUCATION AND COMMUNITIES COMMITTEE**

AGENDA AND ALL PAPERS TO:

Councillor Loughran	1
Councillor Brennan	1
Councillor McColgan	1
Councillor McCabe	1
Councillor Clocherty	1
Councillor Jones	1
Councillor Wilson	1
Councillor Shepherd	1
Councillor Brooks	1
Councillor McEleny	1
Councillor Campbell-Sturgess	1
All other Members (for information only)	9

Church Members

Mr Tom Macdougall	1
Rev F Donaldson	1
Mrs Frances Gilpin	1

Parent Representative:

Mr Robin Thomson	1
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Teacher Representative:

Mr Tom Tracey	1
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Officers:

Chief Executive	1
Corporate Communications & Public Affairs	1
Chief Officer, Health & Social Care Partnership	1
Corporate Director Education, Communities & Organisational Development	1
Head of Education	1
Head of Inclusive Education, Culture & Corporate Policy	1
E Montgomery, Property Services Manager	1
E Hamilton, Education Services	1
C Given, Finance Services	1
I Cameron, Finance Services	1
Head of Safer & Inclusive Communities	1
Chief Financial Officer	1
Corporate Director Environment, Regeneration & Resources	1
Head of Legal & Property Services	1
G Murphy, Principal Solicitor	1
S Lang, Legal & Property Services	1
Chief Internal Auditor	1
Audit Scotland	1
File Copy	1

TOTAL 44

AGENDA AND ALL NON-CONFIDENTIAL PAPERS TO:

Community Councils	10
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