

RAPID REHOUSING TRANSITION PLAN

Monitoring Report- funding and activity
(RRTP funding - part of the Ending
Homelessness Together Fund)



Scottish Government Ending Homelessness Fund Monitoring of Implementation of Rapid Rehousing Transition Plans

As part of the Scottish Government's Ending Homelessness Together Fund, funding was agreed with COSLA for 2019/20 and provided to all local authorities to support the implementation of Rapid Rehousing Transition Plans (RRTPs). We are now asking all local authorities to provide a written report on how they have spent their allocation of funding and progress to date.

We would ask that all local authorities complete this report and include it with their amended RRTP for 2020/21, which should be submitted to the Scottish Government by **30 June 2020**. We realise this may be subject to final accounts being cleared by Audit.

Included is a template to provide detail on specific activities which should be replicated for each activity you have taken forward in implementing your Rapid Rehousing Transition Plan. For example we are looking for information on specific activities such as recruiting new members of staff; shared tenancies; Housing First; or mediation.

We have also included a template for reporting on RRTP funding which has not been spent during 2019/20 and how local authorities plan to spend it during 2020/21.

Please submit this report, RRTP and any accompanying documents to:

RapidRehousingTransitionPlansMailbox@gov.scot

If there are any questions then please send them to the mailbox and a member of the team will contact you to discuss.

Local Engagement and Rapid Rehousing Team

Details of funding recipient

Local Authority	Perth and Kinross Council		
Reporting Period	01/04/2019	to	31/03/2020
Reporting Officer	Martin Smith		
Position	Team Leader – Specialist Services		
Date Completed			
RRTP Funding Received for 2019/20	£203,000		

Introduction

Perth and Kinross Council continued to deliver its innovative Home First model during 2019/20. This model of service delivery pre-dates the Rapid Rehousing Transition Plan (RRTP) but is enhanced by the further developments outlined in the Resource Plan within the RRTP. An update on each of these elements is provided in this Monitoring Report.

Perth and Kinross Council has invested significantly in homelessness services in recent years as outlined on page 31 of our RRTP. The local authority funding amounts included in this report are specific to the activity or initiative being described and are not an indication of the overall investment in homelessness.

Our RRTP sets out how we will further develop our Home First approach in a way that recognised the importance of achieving a balance between homelessness prevention, rapid rehousing and tenancy sustainment. All the activity outlined in the Plan is linked to one of these areas.

In 2019/20, we achieved a 19% reduction in homeless presentations. This reduction can be attributed to a range of effective prevention interventions and some changes to our Common Allocations Policy that were introduced in April 2019.

These changes were designed to prevent homelessness by giving additional priority to applicants who may be threatened with homelessness in the future and enabled us to make them a ‘mainstream’ offer of housing before homelessness occurred. These changes to our Common Allocations Policy were made possible by the work we have done in the last few years to reduce our backlog of homeless cases by around 85%.

In the RRTP, we set locally agreed targets for key areas of activity that would demonstrate progress with the further development of our Home first model (see page 27 of the RRTP). The table below shows progress against each of these targets.

	RRTP Baseline (2017/18)	2019/20 Performance	Target (by end of Year 5 of the RRTP – 2023/24)
No. homeless households waiting for an offer of accommodation	129 households	96 households	100 households
Average length of stay in temporary accommodation	86 days	71 days	70 days
Case duration – decision to discharge of duty	145 days	80 days	70 days

2019/20 Activity

Activity Name:	Property Ready Fund			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	The Property Ready Fund is designed to make properties 'ready to occupy' rather than just ready to let. Basic furnishing and white goods are provided to enable someone to move into a property quickly, avoiding the need for temporary accommodation in many cases. We also believe that the provision of these items makes the property feel more like a home and will increase the likelihood of a tenancy being sustained.			
Allocation Spent on activity:	£	SG RRTP funding 74,972	Local Authority funding 25,000	Other
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>The Property Ready Fund was fully implemented from August 2019 following the confirmation of RRTP funding for Year 1. The Property Ready Fund compliments our pre-existing Prevention Fund and we assisted 121 households from August 2019 to March 2020 through the provision of furnishings, white goods and removals.</p> <p>A further 78 households were assisted through our Prevention Fund which is a personalised budget initiative introduced in April 2018. This fund focusses on financial interventions to prevent homelessness occurring including;</p> <ul style="list-style-type: none"> • Making a contribution towards rent arrears to prevent an eviction • Travel costs to another area where requested including repatriation flights to another country • Emergency top-ups of gas/electric <p>This initiative has been successful and popular. The main challenges are in relation to managing expectations around the fact that we are not providing furnished tenancies and that this initiative is not intended to replace Community Care Grants (CCG's). We submitted a proposal to the Scottish Government which suggested a way in which this scheme could work in</p>			

	tandem with the CCG's administered by the Scottish Welfare Fund Team. Unfortunately, this proposal was rejected.											
Future spend planned on this activity in 2020/21:		SG RRTP Funding	Local Authority funding	Other								
	£	83,000	25,000									
Implementation in 2020/21: Provide a short summary of the aims and targets for this activity during 2020/21.	<p>We will continue to deliver the Property Ready Fund and Prevention Fund during 2020/21. As the assistance is based on individual needs, the cost per person can vary significantly so we do not feel it would be meaningful to set a target number of people to assist. Working in conjunction with the Scottish Welfare Fund Team, the objective is to assist everyone who requires goods to enable them to settle into their new home.</p> <p>In terms of the intended benefits of the Property Ready Fund, we expect to see an increase in the tenancy sustainment rate for previously homeless applicants, and reductions in abandonments and repeat homelessness cases against the baseline figures from 2019/20 which are detailed below.</p> <table border="1"> <thead> <tr> <th></th> <th>2019/20</th> </tr> </thead> <tbody> <tr> <td>Tenancy Sustainment Rate (previously homeless applicants)</td> <td>83%</td> </tr> <tr> <td>No. of Abandonments</td> <td>58</td> </tr> <tr> <td>Level of repeat homelessness</td> <td>2.4% (18 cases)</td> </tr> </tbody> </table>					2019/20	Tenancy Sustainment Rate (previously homeless applicants)	83%	No. of Abandonments	58	Level of repeat homelessness	2.4% (18 cases)
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Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	<p>It is envisaged that the Property Ready Fund will continue to be part of our response to homelessness but no detailed discussions about mainstreaming have taken place yet.</p> <p>The budget of £25,000 per annum for the Prevention Fund is a recurring and permanent part of the Council's budget so this will continue to be available moving forward.</p>											

2019/20 Activity	
Activity Name:	Home First Officer
Activity Description:	An additional Housing Options Officer post was created to provide extra capacity to deliver key elements of the RRTP. The additional post was deployed to undertake the generic functions

<p>Provide a short overview of the aims and the transformative nature of this activity.</p>	<p>of the Team enabling other more experienced Officers to focus on the following areas;</p> <ul style="list-style-type: none"> • Have oversight of all new/existing applications and vacancies to ensure rehousing timescales are met avoiding the need for temporary accommodation • Act as a link between the Housing Options Team and other teams including the Private Sector Team, Locality Housing Teams, Housing Association partners etc. • Be responsible for liaising with the Housing Repairs Service to identify properties in good condition and ensure opportunities to reuse carpets and furnishings are maximised • Liaise with Voids Schedulers to arrange fast-tracking of properties • Link with central and locality-based Support Officers to ensure appropriate support is available to enable applicants to move into settled accommodation quickly • Have oversight of the Homelessness Prevention and Tenancy Ready Fund • Have oversight of the development/testing/implementation of any new initiatives that arise from the development of the RRTP 									
<p>Allocation Spent on activity:</p>	<p>£</p>	<table border="1"> <thead> <tr> <th data-bbox="665 1055 935 1104">SG RRTP funding</th> <th data-bbox="940 1055 1209 1104">Local Authority funding</th> <th data-bbox="1214 1055 1469 1104">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="665 1111 935 1211">0</td> <td data-bbox="940 1111 1209 1211">30,813</td> <td data-bbox="1214 1111 1469 1211"></td> </tr> </tbody> </table>	SG RRTP funding	Local Authority funding	Other	0	30,813			
SG RRTP funding	Local Authority funding	Other								
0	30,813									
<p>Overview of progress made to date:</p> <p>Provide a short summary of the work undertaken in the past year, progress made and challenges.</p>	<p>An additional Housing Options Officer was recruited on a fixed-term contract from 01.04.2019 to 31.03.2020 to provide additional capacity as detailed above.</p> <p>This post helped contribute to the reduction in homeless presentations, homelessness case duration and the length of time people spent in temporary accommodation.</p>									
<p>Future spend planned on this activity in 2020/21:</p>	<p>£</p>	<table border="1"> <thead> <tr> <th data-bbox="665 1576 935 1626">SG RRTP Funding</th> <th data-bbox="940 1576 1209 1626">Local Authority funding</th> <th data-bbox="1214 1576 1469 1626">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="665 1632 935 1756">0</td> <td data-bbox="940 1632 1209 1756">0</td> <td data-bbox="1214 1632 1469 1756"></td> </tr> </tbody> </table>	SG RRTP Funding	Local Authority funding	Other	0	0			
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0	0									
<p>Implementation in 2020/21:</p> <p>Provide a short summary of the aims and targets for this activity during 2020/21.</p>	<p>This additional post has not been extended into 2020/21.</p>									
<p>Plans for mainstreaming this activity:</p>	<p>The areas of work detailed above have already been mainstreamed and form part of the range of duties undertaken</p>									

Provide detail of the timescale and plans to mainstream / when this activity will end:	by the Housing Options Team and the new Senior Housing Options Officer. In addition, the implementation of NPS Online, mentioned later in this report, and other electronic solutions will free-up capacity within the wider Team to enable Officers to undertake these functions.
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2019/20 Activity

Activity Name:	Homelessness Prevention Officers			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	<p>In our RRTP, we included a proposal for two Homelessness Prevention Officers. These posts were intended to provide additional capacity for prevention activity which is a key component of our response to homelessness.</p> <p>Taking account of our pre-existing capacity and prevention activity, the recruitment of these additional posts was considered as a lower priority than some of the other initiatives included in our Resource Plan. As our Year 1 funding award was substantially lower than the amount requested, we have been unable to progress with the recruitment of two additional posts.</p>			
Allocation Spent on activity:	£	SG RRTP funding 5,230	Local Authority funding 0	Other
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>An additional Housing Options Officer was appointed on 01st February 2020 on a 12-month, fixed-term contract. This Officer will provide additional capacity to focus on both the prevention of homelessness, tenancy sustainment and the remit of the discontinued Home First Officer post outlined above.</p> <p>In more general terms, we have made significant progress around the prevention of homelessness during 2019 including;</p> <ul style="list-style-type: none"> • A 19% reduction in homeless presentations compared to the previous year • The commissioning and introduction of specialist services to support people to sustain their tenancies • Continuing the secondment of one of our Support Officers to work with RSL partners to support their tenants 			

	<ul style="list-style-type: none"> The assignment of one of our Support Officers to focus exclusively on supporting homeless applicants with the move-on to their secure tenancy Continuing to deliver an integrated Schools Education Programme on Homelessness and related topics including wellbeing, mental health, alcohol and substance abuse etc. 			
Future spend planned on this activity in 2020/21:		SG RRTP Funding	Local Authority funding	Other
	£	28,163	0	
Implementation in 2020/21: Provide a short summary of the aims and targets for this activity during 2020/21.	There are no specific objectives or targets attached to the single additional Officer that has been recruited. However, it is expected that the additional capacity will contribute to successful delivery of our Home First approach and the objectives outlined in the RRTP.			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	<p>We have just recruited to a new Senior Housing Options Officer post which has a remit of managing the Housing Options Team and associated functions. In addition, we are developing a Recovery Plan which takes account of the challenges and opportunities presented by the COVID-19 pandemic and sets out how our Services may be delivered differently in the future with a greater focus on prevention.</p> <p>In view of the above, it is unclear whether this additional post will be required moving forward or conversely, whether more additional posts may be required. The mainstreaming of this post will therefore be considered as part of the recovery planning process and no decisions on this have been made as yet.</p>			

2019/20 Activity	
Activity Name:	Intensive Tenancy Sustainment Support
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	In 2019/20, we recommissioned our Floating Housing Support Service. This contract consists of 1,020 hours of support per week and to support the delivery of our Home First model, we incorporated 160 hours of 'intensive' support per week into the contract.

	<p>The intensive, wraparound support service is designed to help people with multiple and complex needs who may struggle to engage with support services delivered in a more traditional way. The support is flexible, responsive and available outside of normal working hours if required. The primary focus is on supporting people to move onto secure accommodation and to sustain their tenancies.</p>			
<p>Allocation Spent on activity:</p>	<p>£</p>	<p>SG RRTP funding</p>	<p>Local Authority funding</p>	<p>Other</p>
<p>Overview of progress made to date:</p> <p>Provide a short summary of the work undertaken in the past year, progress made and challenges.</p>	<p>0</p>	<p>72,192</p>		
<p>Future spend planned on this activity in 2020/21:</p>	<p>£</p>	<p>SG RRTP Funding</p>	<p>Local Authority funding</p>	<p>Other</p>
<p>Implementation in 2020/21:</p> <p>Provide a short summary of the aims and targets for this activity during 2020/21.</p>	<p>0</p>	<p>156,420</p>		
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>This activity has already been mainstreamed and is not dependent on funding from the Scottish Government. The current contract is for 6 years and will be in place until 2025.</p>			

2019/20 Activity

Activity Name:	Private Sector Access Initiatives			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	We have a well-established programme of private sector initiatives covering all of the areas suggested in the RRTP guidance and have assisted more than 1,500 households to access good quality accommodation in the private-rented sector since 2009/10. Continuing to build on this success will be important for the successful delivery of the RRTP.			
Allocation Spent on activity:		SG RRTP funding	Local Authority funding	Other
	£	86,609	296,570	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>Our portfolio of private sector access initiatives has been in place since 2009/10 and include a Rent Bond Guarantee Scheme, PKC Lets Social Letting Agency, Empty Homes Initiative and Landlord Advice and Assistance Service.</p> <p>A number of enhancements to existing programme have been implemented as follows:</p> <ul style="list-style-type: none"> • Preventing households from becoming homeless from the PRS (accounts for about 10% of presentations) <ul style="list-style-type: none"> ○ Specialist Support/Prevention Officer available to assist the Private Sector Team with a focus on homeless prevention and tenancy sustainability ○ Use of the Homelessness Prevention fund to clear/reduce rent arrears for PRS tenants to prevent homelessness • Assisting more households to access the PRS through existing initiatives • Discharging homelessness duty into the PRS for homeless households • Using the PRS to provide temporary furnished flatted accommodation where required. The PRT provides sufficient 			

	<p>flexibility for this and we have considerable experience of creating bespoke deals to incentivise landlords.</p> <p>During 2019/20, we assisted 160 households to access private-sector accommodation through our Rent Bond Guarantee Scheme. Many of these households would otherwise have become homeless and would have been reliant on social-rented accommodation.</p> <p>We also expanded our portfolio of properties managed through our social letting agency initiative and we now provide full property/tenancy management services for 182 properties.</p> <p>Through our Empty Homes Initiative, we provided grants totalling £296,570 to bring a total of 27 properties back into use.</p>								
<p>Future spend planned on this activity in 2020/21:</p>	<p>£</p>	<table border="1"> <thead> <tr> <th data-bbox="667 875 933 925">SG RRTP Funding</th> <th data-bbox="938 875 1209 925">Local Authority funding</th> <th data-bbox="1209 875 1481 925">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="667 925 933 1137" style="text-align: center; vertical-align: middle;"> <p>93,000</p> </td> <td data-bbox="938 925 1209 1137" style="text-align: center; vertical-align: middle;"> <p>233,000 (33,000 staff costs and 200,000 EHI budget)</p> </td> <td data-bbox="1209 925 1481 1137"></td> </tr> </tbody> </table>	SG RRTP Funding	Local Authority funding	Other	<p>93,000</p>	<p>233,000 (33,000 staff costs and 200,000 EHI budget)</p>		
SG RRTP Funding	Local Authority funding	Other							
<p>93,000</p>	<p>233,000 (33,000 staff costs and 200,000 EHI budget)</p>								
<p>Implementation in 2020/21:</p> <p>Provide a short summary of the aims and targets for this activity during 2020/21.</p>	<p>We plan to continue to operate the range of private sector access initiatives outlined above during 2020/21.</p> <p>The target for the number of new tenancies created through our Rent Bond Guarantee Scheme is 180 tenancies for 2020/21. In addition, we will look to continue to;</p> <ul style="list-style-type: none"> • Expand the portfolio of properties managed through our PKC Lets social letting agency • Promote the private-rented sector as a viable housing option • Bring as many empty properties back into use as affordable housing as possible through the provision of advice, assistance and Empty Homes Initiative grants • Support private sector tenants to sustain their tenancies using the Floating Housing Support Service, Property Ready Fund, Prevention Fund etc 								

	<ul style="list-style-type: none"> • Build relationships and work in partnership with private landlords and letting agents
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>The private sector access initiatives have been a key element of our approach for the last 10 years so in that sense, they are already mainstreamed.</p> <p>The Private Sector Team has expanded significantly since its inception in 2009/10 from 2.0FTE Officer posts to the current position of 5.5FTE Officer posts. Securing permanent funding for this Team has been a challenge and we have been reliant on various temporary funding sources in recent years to support the expansion of the Team.</p> <p>Moving forward, we have agreement that the Team will be funded through a combination of Council Tax Second Homes Levy monies and income generated by our social letting agency management fees. It is not anticipated that the longer-term continuation of this service would be dependent on funding from the Scottish Government.</p>

2019/20 Activity	
<p>Activity Name:</p>	<p>System Developments</p>
<p>Activity Description:</p> <p>Provide a short overview of the aims and the transformative nature of this activity.</p>	<p>Perth and Kinross Council uses the 'Northgate Housing' system to manage our Housing Options, Allocations and Homelessness services. We purchased an additional module called 'NPS Online' to compliment our existing system and deliver the following additional functionality;</p> <ul style="list-style-type: none"> • Online applications and self-serve housing options and application management • Mobile working solutions • The ability for staff to key application information directly into the system, avoiding the need for paper forms, re-keying of information and associated duplication

	The additional functionality described above will enhance the accessibility of our services, improve the customer experience and deliver efficiencies which will release staff capacity to focus on other key areas including prevention and tenancy sustainment.			
Allocation Spent on activity:	£	SG RRTP funding	Local Authority funding	Other
		0	36,750	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	The development, build and integration of NPS Online with our existing system is ongoing. We aim to have this work complete by the end of September 2020, but we are currently behind schedule primarily due to the impact of the COVID-19 pandemic. The impact of the pandemic in this area is two-fold. Firstly, we have had to prioritise the delivery of key homelessness services and secondly, the inability to carry out face to face meetings with the Northgate consultants has disrupted the progress of the development work.			
Future spend planned on this activity in 2020/21:	£	SG RRTP Funding	Local Authority funding	Other
		5,750		
Implementation in 2020/21: Provide a short summary of the aims and targets for this activity during 2020/21.	The key objectives for 2020/21 are to; <ul style="list-style-type: none"> • Complete the development and integration of NPS Online • Undertake testing of the new system involving both staff and customers • Deliver a training programme for staff • Promote the new system, particularly in terms of supporting and encouraging customers to self-serve and manage their applications online where appropriate 			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	Once the integration is complete, NPS Online will be a key part of our IT infrastructure moving forward so it will effectively be mainstreamed at that point. Most of the costs associated with NPS Online are one-off, upfront costs which were paid during 2019/20. There is a recurring support and maintenance cost which is currently £5,750 per annum.			

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2019/20 Activity

Activity Name:	Youth Homeless Support Services		
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	<p>Perth and Kinross Council commissioned this service by inviting bids from suppliers who have experience in providing innovative solutions to supporting young people (16-25 years) who are threatened with or experiencing homelessness.</p> <p>The contract requires the successful supplier to provide a fully inclusive, innovative service to support a specific cohort with a key focus on homelessness prevention, supporting the transition into secure accommodation and tenancy sustainment.</p> <p>The contract will be for 12 months from the agreed start date and is being funded using the salary costs from a vacant Support Officer post with a top-up from our RRTP Year 2 allocation.</p>		
Allocation Spent on activity:	£	0	0
	SG RRTP funding	Local Authority funding	Other
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>The Rock Trust were successful in winning this contract. However, the service only commenced on 01 April 2020, so it is not possible to provide a progress update at this point.</p> <p>Implementing the new service during the COVID-19 pandemic has presented some challenges but we felt that this was a time when young people would be particularly in need of additional support.</p>		
Future spend planned on this activity in 2020/21:	£	2,087	38,227
	SG RRTP Funding	Local Authority funding	Other
			9,686 (SG RRTP Funding underspend carried forward from 2019/20)
Implementation in 2020/21: Provide a short summary of the aims and targets for this activity during 2020/21.	<p>The aims and objectives of the Service are as follows;</p> <ul style="list-style-type: none"> A reduction in homeless presentations from young single people (16-25 years) 		

	<ul style="list-style-type: none"> • Successful support of young people transitioning from homelessness into settled accommodation, enabling them to move on quickly in line with the principles of our Home First approach • An increase in tenancy sustainment for this cohort compared with the baseline position (Scottish Housing Regulator definition)
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>We will evaluate the success of the Service against the objectives outlined above. The evaluation will inform whether we extend the contract for an additional period or reinstate the Support Officer vacancy and recruit into that vacancy. For 2020/21, we are using a small amount of RRTP funding to support this service, but we do not envisage that the longer-term continuation of the service would be dependent on additional funding from the Scottish Government.</p>

Please duplicate the above table for each activity you have undertaken in your RRTP for example: RRTP co-ordinator and other costs (Housing First; flipping tenancies; mediation, etc.).

Unspent 2019/20 RRTP Funding		
<p>Please provide the total of 2019/20 funding provided by the Scottish Government for the implementation of the Rapid Rehousing Transition Plan in your area that has <u>not</u> been spent in 2019/20.</p>	£	<p>£36,189</p> <p>The above underspend is due to delays in receiving monies from the Scottish Government, RRTP funding not confirmed until August 2019, and extended timescales for the procurement and recruitment process.</p>
<p>Provide detail of how this funding will be spent on implementing the Rapid Rehousing Transition Plan in 2020/21 detailing the area that it will be used in. Please make clear the individual amounts</p>		
ACTIVITY	FUNDING TO BE CARRIED FORWARD	
<p>We have used part of the carried-forward underspend to extend the contact of one of our Housing Options Assistants for a further 12 months to 31.03.21. This post provides additional capacity to</p>	£	26,503

<p>deliver our Home First approach and the associated aims and objectives in the RRTP.</p>		
<p>Contribution towards the Youth Homelessness Support Service detailed above.</p>	<p>£</p>	<p>9,686</p>