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Council Building
2 High Street
Perth
PH1 5PH

17/01/2024

A hybrid meeting of the **Housing and Social Wellbeing Committee** will be held in the **Council Chamber** on **Wednesday, 24 January 2024** at **09:30**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

THOMAS GLEN
Chief Executive

Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.

Please note that the meeting will be broadcast online and recorded. The recording will be publicly available on the Council's website following the meeting.

Members:

Councillor Tom McEwan (Convener)
Councillor Sheila McCole (Vice-Convener)
Councillor Jack Welch (Vice-Convener)
Bailie Chris Ahern
Councillor Peter Barrett
Councillor Bob Brawn
Bailie Rhona Brock
Councillor Stewart Donaldson
Councillor Angus Forbes
Councillor Michelle Frampton
Councillor Ian James
Councillor Brian Leishman
Councillor Iain MacPherson
Bailie Claire McLaren
Councillor Frank Smith

Housing and Social Wellbeing Committee

Wednesday, 24 January 2024

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF HOUSING AND SOCIAL WELLBEING COMMITTEE OF 29 NOVEMBER 2023 FOR APPROVAL** 5 - 8
(copy herewith)
- 4 OUTSTANDING BUSINESS STATEMENT (OBS)** 9 - 10
(copy herewith 24/23)
- 5 PRESENTATION - MOUNTAIN RESCUE TEAM**
- 6 HOUSING REVENUE ACCOUNTS (HRA) STRATEGIC FINANCIAL PLAN INCORPORATING THE 5 YEAR CAPITAL INVESTMENT PROGRAMME AND RENT STRATEGY TO 2028/29; RESERVES STRATEGY AND OTHER HOUSING CHARGES FOR 2024/25** 11 - 54
Joint Report by Executive Director (Communities) and Strategic Lead - Finance and Business Support (copy herewith 24/24)
- 7 COMMUNITY JUSTICE UPDATE REPORT 2022/23** 55 - 106
Report by Executive Director (Education and Children's Services)(copy herewith 24/25)
- 8 TAYSIDE MAPPA ANNUAL REPORT 2022/23** 107 - 128
Report by Executive Director (Education and Children's Services)
(copy herewith 24/26)

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HOUSING AND SOCIAL WELLBEING COMMITTEE

Minute of hybrid meeting of the Housing and Social Wellbeing Committee held in the Council Chambers, 2 High Street, Perth on 29 November 2023 at 9.30am.

Present: Bailies C Ahern, R Brock and C McLaren; Councillors P Barrett, B Brawn, S Donaldson, J Duff (substituting for Councillor A Forbes), M Frampton, I James, B Leishman, I MacPherson, S McCole, T McEwan, F Smith and J Welch.

In Attendance: B Renton, Executive Director (Communities); C Mailer, Director – Strategy, People and Resources, E Ritchie, K Divin, D Stokoe, L Haxton, M Lynch, S Coyle, S Watson, C Hendry, P Smith, R Robson and J May (all Communities); N Sutherland, L Brady, S Hendry, A Taylor, R Ramsay and M Pasternak (all Corporate and Democratic Services).

Also in Attendance: Chief Superintendent P Davison and Chief Inspector T Leonard, (up to and including Item 4) (both Police Scotland); Local Senior Officer J Sharp and Group Commander S Kabamba (up to and including Item 4) (both Scottish Fire and Rescue Service); and L Palmer (Tenant Representative) (from Item 5 onwards).

Apology for Absence: Councillor A Forbes.

Councillor T McEwan, Convener, Presiding.

The Convener led the discussion on Items 1-5 and 7-10 with Vice-Convener McCole on Item 6.

1. WELCOME AND APOLOGIES

Councillor T McEwan welcomed everyone to the meeting. An apology for absence and a substitution were noted as above.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interests in terms of the Councillors' Code of Conduct

3. MINUTE OF PREVIOUS MEETING

The minute of the meeting of the Housing and Communities Committee of 25 October 2023 was submitted and approved as a correct record.

4. POLICE AND FIRE REFORM: LOCAL SCRUTINY AND ENGAGEMENT

4(i) SCOTTISH FIRE AND RESCUE SIX-MONTHLY PERFORMANCE REPORT APRIL 2023 – SEPTEMBER 2023

There was submitted a report by Area Manager Jason Sharp, Local Senior Officer, Scottish Fire and Rescue Service (23/334) providing performance information relating to the six-month period (April 2023 – September 2023) on the

performance of the Scottish Fire and Rescue Service in support of Member scrutiny of local service delivery.

Area Manager Sharp and Group Commander Kabamba answered members' questions thereon. The question-and-answer session can be viewed via the following [link](#).

Resolved:

The performance update of Scottish Fire and Rescue Service in the Perth and Kinross area covering the six-monthly period of 1 April to 30 September 2023, be noted.

Prior to the next item of business, the Convener advised that due to a recent promotion to a Divisional role, this would be Chief Inspector Tom Leonard's last meeting of this Committee. He and several members paid tribute to the role and substantial contribution Tom had made to the work of the Committee over the last 3-years and wished him all the very best in his new role.

4(ii) PERTH AND KINROSS LOCAL POLICING AREA SIX-MONTHLY PERFORMANCE REPORT – APRIL TO SEPTEMBER 2023

There was submitted a report by Chief Superintendent Phil Davison, Police Scotland 'D' Division (Tayside) (23/335) on the performance of Police Scotland against the local policing priorities for the Perth and Kinross area as set out in the Local Policing Plan for the period, 1 April 2023 to 30 September 2023.

Superintendent Davison and Chief Inspector Leonard answered members' questions thereon. The question-and-answer session can be viewed via the following [link](#).

Resolved:

The update on performance of Police Scotland against the local policing priorities for the Perth and Kinross area covering the six-monthly period of 1 April 2023 to 30 September 2023, be noted.

CHIEF SUPERINTENDENT P DAVISON, CHIEF INSPECTOR T LEONARD, AREA MANAGER J SHARP AND GROUP COMMANDER S KEBAMBA ALL LEFT THE MEETING AT THIS POINT.

THERE FOLLOWED A SHORT RECESS AND THE MEETING RECONVENED AT 11.35AM.

5. STRATEGIC HOUSING INVESTMENT PLAN 2024/25 – 2028/29

There was submitted a report by Strategic Lead - Economy, Development and Planning (23/336) seeking approval of the Strategic Housing Investment Plan (SHIP) 2024/25 – 2028/29.

Resolved:

- (i) The content of the Strategic Housing Investment Plan 2024/25 – 2028/29, as detailed in Appendix 1 to Report 23/336, be approved.
- (ii) The ongoing development of the SHIP, be approved and the Strategic Affordable Housing Board be given authority to ensure that where projects fall out of the plan, alternative projects, prioritised in the same way are substituted for them.
- (iii) It be noted that the SHIP has been submitted in draft form to the Scottish Government as detailed in Paragraph 5 of Report 23/336.

6. BEECHGROVE HOUSE

There was submitted a report by Strategic Lead – Economy, Development and Planning (23/337) providing an update and a response to the Motion presented to Council on 18 February 2020 which requested officers to carry out a detailed options appraisal regarding the future use of the buildings and site of Beechgrove House, Perth and explore the viability of the site for future health and social care provision and mixed-tenure housing.

Resolved:

- (i) The background to this report, be noted.
- (ii) The outcome of the Feasibility Cost Plan, as detailed in Appendix 1 to Report 23/337, be noted.
- (iii) The appointment of a design team to progress with the project, be approved.

7. WARM WELCOME AND GOOD FOOD FUNDS

There was submitted a report by Director of Strategy, People and Resources (23/338) providing information on the delivery of the Warm Welcome Fund (formerly the Cost-of-Living Fund) and the Good Food Fund (formerly the Food Security Fund).

Resolved:

- (i) The impact from the Cost-of-Living Fund, be noted.
- (ii) The impact from the Food Security Fund, be noted.
- (iii) The change in approach to delivering the Warm Welcome Fund, be noted.
- (iv) The change in approach to delivering the Good Food Fund, be noted.
- (v) An evaluation of the process and impact of the Warm Welcome Fund, be approved.
- (vi) A formal recognition of the efforts of community volunteers in delivering Warm Welcome Fund Projects, be approved.

8. 5th LOCAL CHILD POVERTY ACTION REPORT

There was submitted a report by Director of Strategy, People and Resources (23/339) presenting an update on (1) the actions taken during 2022/23; (2) the Child Poverty Action Plan for 2023/24 and (3) the progress with the Child Poverty Delivery Plan for 2022-2026.

Resolved:

- (i) The contents of Report 23/339, be noted.

- (ii) The continued commitment to the strategic aims as set out in Appendix 1 of Report 23/239, be approved.
- (iii) The commitment to the objectives as set out in Appendix 1 of Report 23/239 and to work with NHS Tayside and the Community Planning Partners be re-affirmed.

9. COMMUNITY INVESTMENT FUND 2023/24

There was submitted a report by Head of Culture and Communities Services (23/340), providing (1) details of the funding commitments made for the 2023/24 Community Investment Fund (CIF) across the 12 Council wards, and (2) an update on progress with the Green Living Fund Participatory Budgeting project 2023/24.

Resolved:

- (i) The funding decisions taken by Ward Panels for the 2023/24 CIF, be noted.
- (ii) The carry forward of £85,530.76 for disbursement to community grassroots projects in 2023/24 and 2024/25, for use in the wards where the underspends have arisen, be approved.
- (iii) The progress made with the Green Living Fund Participatory Budgeting project, be noted.

10. AFFORDABLE HOUSING MEMBER/OFFICER WORKING GROUP - OUTCOME REPORT

There was submitted a report by Executive Director (Communities) (23/341) providing an overview and update to members on the work progressed by the Affordable Housing Member Officers Working Group.

Resolved:

- (i) The work progressed by the Affordable Housing Member/Officer Working Group, be noted.
- (ii) The purpose of the Affordable Housing Member/Officer Working Group has been met, be approved.

Following discussion, it was unanimously agreed by Members that the following recommendation be added.

- (iii) Approval be sought from Council that the Affordable Housing Member/Officer Working Group stay active and continue to meet as and when there is a requirement to do so.

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## HOUSING AND SOCIAL WELLBEING

### OUTSTANDING BUSINESS STATEMENT (OBS)

(Report No. 24/23)

Please note that this statement sets out outstanding decisions of Council / this committee / sub-committee along with an update and estimated completion date. Actions which are overdue are shaded for ease of reference. Where an update reflects that an action is complete then agreement will be sought to its removal from the OBS.

| No  | Date / Minute Reference / Report Number   | Subject Title                                       | Outstanding Action                                                                                                                | Update | Lead Officer /Service  | Action Due/completed | Action Expected  |
|-----|-------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|--------|------------------------|----------------------|------------------|
| 13. | 29 November 2023<br>Item 5. Report 23/336 | Strategic Housing Investment Plan 2024/25 – 2028/29 | Provide a Briefing Note on the Pilot Project being carried out targeting key workers detailing exactly what the Project involves. | *      | K Divin /<br>E Ritchie | <b>Not Complete</b>  | 29 January 2024  |
| 14. | 29 November 2023<br>Item 8. Report 23/339 | 5 <sup>th</sup> Local Child Poverty Action Report   | Share with Committee Members the Plan for the rollout of the multi-disciplinary teams.                                            | *      | C Mailer               | <b>Not Complete</b>  | 29 February 2024 |



**Perth And Kinross Council**

**Housing and Social Wellbeing Committee**

**24 January 2024**

**HOUSING REVENUE ACCOUNT (HRA) STRATEGIC FINANCIAL PLAN  
INCORPORATING THE 5 YEAR CAPITAL INVESTMENT PROGRAMME AND RENT  
STRATEGY TO 2028/29, RESERVES STRATEGY AND OTHER HOUSING  
CHARGES FOR 2024/25**

**Joint Report by Executive Director (Communities) and Strategic Lead – Finance  
and Business Support**  
(Report No. 24/24)

**1. PURPOSE**

- 1.1 The report seeks approval of the proposed Housing Revenue Account (HRA) budget for five years from 2024/25 to 2028/29. It outlines recommended increases to rents for houses and other HRA property service charges, and an appropriate level of reserves. It also seeks approval of the proposed budget for the next five years of the Capital Investment Programme, totalling £97.5 million from 2024/25 to 2028/29.

**2. RECOMMENDATIONS**

- 2.1 It is recommended that the Housing & Social Wellbeing Committee:
- (i) notes that the HRA 30-year Business Plan has been updated to reflect and confirm the affordability of the proposals.
  - (ii) approves the Housing Revenue Account Budget for 2024/25 and provisional budgets for financial years 2025/26 to 2028/29 as set out in Appendix 1.
  - (ii) approves the proposed Housing Revenue Account Capital Investment Programme for 2024/25 to 2028/29 as set out in Appendix 4.
  - (iii) approves the Rent Strategy for 2024/25 and a provisional Rent Strategy for the following 4 years to 2028/29 as stated in Section 9.
  - (iv) approves the rent increase of 6.0% in line with option 1, for the year commencing 1 April 2024 for all Council houses. This would mean an average weekly rent increase of £4.51 per week, giving an average weekly rent of £79.74 per week based on 52 weeks.
  - (v) approves the rent increase of 6.0% for the year commencing 1 April 2024 for:
    - all lock-ups
    - all garage sites
    - dispersed tenancies owned by the HRA
    - Greyfriars Hostel.

- (vi) approves the Housing Revenue Account Reserves Strategy proposed in Section 10.
- (vii) approves that the final movement in the Housing Revenue Account in 2023/24 is transferred to a Covid-19 earmarked Reserve (HRA) as proposed in Section 10.10.
- (viii) approves the proposal to set Housing service charges from 1 April 2024 as stated in Section 13.
- (ix) endorses and approves, where necessary, the revised level of all housing related charges as detailed in Appendix 6.
- (x) endorses the progress made to date in delivering and maintaining the Scottish Housing Quality Standard (SHQS) for improving and managing the housing stock as set out in Section 7 and the related Business Cases.

### **3. STRUCTURE OF REPORT**

3.1 This report is structured over the following sections:

- Section 4: Background/Main Issues
- Section 5: Tenant Engagement
- Section 6: Housing Revenue Account
- Section 7: Capital Investment Programme
- Section 8: Increasing Council House Stock
- Section 9: Rent Strategy
- Section 10: Use of Balances/Reserve Strategy
- Section 11: Comparison with other Local Authorities and Registered Social Landlords
- Section 12: Proposed Rents for other Services
- Section 13: Proposed Housing Services Charges
- Section 14: Conclusion
- Appendices

### **4. BACKGROUND/MAIN ISSUES**

- 4.1 The Council owns and manages 8,021 properties. The Housing Revenue Account (HRA) meets all operational expenditure of supporting tenancies, building maintenance and capital financing charges associated with investment in existing and new social rented housing stock. It also contributes to financing major upgrades and improvements in the investment programme, through revenue contributions to capital projects.
- 4.2 The HRA receives income from rents (houses, garages, and other properties) and interest on balances, which funds all relevant HRA expenditure.
- 4.3 The HRA Business Plan and Capital Investment Programme form the basis of proposals to ensure that the Council's housing stock continues to comply with the Scottish Housing Quality Standard (SHQS).

- 4.4 The HRA Business Plan is updated each year to reflect the available budget, tenants' priorities, rent strategies and economic conditions to ensure it continues to be affordable and sustainable. The HRA Business Plan has been updated to reflect the proposals within this report. The HRA budget for 2024/25 (Appendix 1) has been prepared in accordance with Housing Acts, Scottish Government directives and regulatory requirements.
- 4.5 A stock condition survey was commissioned in January 2020 but was delayed due to COVID-19. The survey has been completed and confirms that our overall housing conditions are good with no major outstanding repair works required. The report was used to inform the Local Housing Strategy, which was approved by the Housing and Social Wellbeing Committee on 15 March 2023 (Report No. 23/82 refers). The data from the report will be used alongside information from our work with consultants ARUP on how we can decarbonise our housing stock. Both will inform plans to ensure all our existing stock meets climate change legislation.
- 4.6 Other factors influencing the Capital Programme and rent setting proposals include tenants' incomes and rent affordability, increasing costs of materials and services, the climate change agenda and Housing to 2040. The impacts of the COVID-19 pandemic and the cost-of-living crisis on our tenants and the HRA remain key factors that have influenced the rent setting proposals.
- 4.7 An Affordable Housing Working Group briefing session on the overview of the HRA rent setting process and potential rent options for 2024/25 was held on 27 September 2023. Following the working group, all elected members were provided with the rent options proposals that were issued to tenants. An elected member briefing session was held on 11 December 2023; this gave all members the opportunity to ask questions on the process and proposals that tenants were voting on. All members were provided with further information on the questions raised at the session.

## **5. TENANT ENGAGEMENT**

### **Approach**

- 5.1 The Scottish Social Housing Charter sets the standards and outcomes that all social landlords should aim to achieve when performing their housing activities. Outcomes 14 and 15 are the outcomes primarily linked to the rent setting process and the financial aspect/delivery of the HRA. These outcomes require social landlords to set rents and service charges in consultation with their tenants and other customers so that:
- a balance is struck between the level of services provided, the cost of the services and how far current and prospective tenants and other customers can afford them.
  - tenants get clear information on how rent and other money is spent, including any details of individual items of expenditure above thresholds agreed between landlords and tenants.

- 5.2 These outcomes reflect local authorities' legal duties, under section 25(4) of the Housing (Scotland) Act 2001, to consult tenants affected by the proposed increases and to have regard to their views, including affordability and decisions about how rental income is spent. Landlords must also decide whether to publish information on expenditure, as well as the format and level of detail to be included within this information.
- 5.3 Perth and Kinross Council must engage in discussions with tenants about rents and any decisions made, in relation to rent levels, should reflect tenants' views. The proposals contained within this report reflect tenants' views. In approving this report, members of the committee must demonstrate that they have fully considered these views.
- 5.4 Our approach to involving tenants in the rent setting process was developed by the Strategic Tenant Engagement in the Annual Rent Setting (STEARs) tenant working group. This approach is regularly reviewed with tenants and follows the recommendations from the Scottish Housing Regulator which include:
- providing tenants with 3 rent increase options
  - demonstrating affordability levels
  - consulting with current and prospective tenants.

#### **Rent Affordability Model**

- 5.5 Our affordability model was developed with staff and tenants and is updated annually to assess the affordability of our rent setting proposals.
- 5.6 The outcome from this year's affordability assessment demonstrated that Perth and Kinross Council's rents were, on average, 10% (£8 per week) lower than neighbouring local authorities and 26% (£20 per week) lower than local Housing Associations. These figures are based on our proposed rent levels for 2024/25, compared against an assumed average national increase of 2.5% for other local authorities and Housing Associations.
- 5.7 The affordability model demonstrated that 86% of our residents could afford our proposed rents based on their income alone, without taking into account any housing benefit they receive. To support those tenants who are struggling financially or have difficulty meeting their rental obligations, a range of support measures are in place including: -
- financial assistance through the Tenancy Sustainment Fund
  - financial support through locality team Think Yes budgets
  - a team of Support Officers that can provide tailored advice and support
  - assistance with accessing devices, data and getting online through our digital Inclusion Project
  - dedicated Welfare Rights support to offer specialist advice and assistance
  - specialist money and debt advice service through Citizens Advice Bureau
  - advice and support through our bespoke service from our Service Level Agreement with SCARF who provide free and impartial energy efficiency advice to Council tenants.

- 5.8 We also recognise the significant challenges faced by all services and communities in tackling and mitigating the impact of child poverty. The rent affordability model is also used to inform work within the Child Poverty Action Plan. It plays a key contribution in mitigating and addressing child poverty in the area.

### **Rent Freeze Announcement**

- 5.9 The Scottish Government published the Programme for Government 2022 to 2023 on 6 September 2022. An element of this included an announcement regarding an immediate rent freeze impacting on all private and social landlords:

*“As part of this we intend to introduce emergency legislation to protect tenants by freezing rents and imposing a moratorium on evictions until at least 31 March 2023. We also intend to act to prevent immediate rent increases.”*

- 5.10 The Act ended on 31 March 2023, therefore removing the rent freeze on the social rented sector rent cap on that date.

Statements of Intent have been published by COSLA, confirming local authorities’ commitment to keeping rent increases from April 2023 to an average of no more than £5 per week. The agreement to set out average figures, rather than set a fixed cap, allows flexibility for landlords to respond to their consultation with their tenants.

It is anticipated that this will continue from April 2024.

### **Tenant Engagement**

- 5.11 In April 2023, all Council tenants received a questionnaire asking for their views and priorities in relation to rent setting, and how additional rent money should be spent. This information was also extended to our third sector partners supporting or working with our tenants.
- 5.12 A total of 469 (6%) of tenants responded, a reduction of 136 responses from last year, highlighting their priorities as follows:

| <b>Priority</b>                                                                                   | <b>High</b> | <b>Medium</b> | <b>Low</b> | <b>No response</b> |
|---------------------------------------------------------------------------------------------------|-------------|---------------|------------|--------------------|
| Improving our response to repairs in your home                                                    | 64%         | 24%           | 4%         | 8%                 |
| Improving the Quality of your Home                                                                | 54%         | 29%           | 8%         | 9%                 |
| Improving your neighbourhood and the place where you live                                         | 42%         | 37%           | 12%        | 9%                 |
| Improving the support, we provide to help in your home, and also to keep your home                | 40%         | 36%           | 14%        | 10%                |
| Improving the options to get you more involved in the decisions we make about the Housing Service | 24%         | 40%           | 24%        | 12%                |

- 5.13 At the locality summer roadshows, tenants were asked additional questions to gain more detailed information on these priorities. The questions and results are detailed at Appendix 2.
- 5.14 Our autumn roadshows were also held in-person and online on 23 October 2023, which gave tenants a further opportunity to discuss this year's approach and proposals. A question-and-answer session was held at the forum, providing tenants with the opportunity to ask questions on the proposals presented to them.
- 5.15 An information pack was then sent to all tenants providing details of the 3 proposed rent increase options and the impact and affordability of each of these.
- 5.16 The options were:
- 6.0% rent increase
  - 6.25% rent increase
  - 6.5% rent increase
- 5.17 Tenants were provided with information and an explanation of each option, the services and capital improvements that could be delivered, and the potential impacts on service delivery (both positive and negative) of each.

### **Covid Impacts and associated Budget Pressures**

- 5.18 The COVID-19 pandemic has had, and will continue to have, a profound and wide-reaching impact throughout Scotland. Touching all aspects of society, economy, educational outcomes, and our personal lives, the social housing sector is no exception to this.
- 5.19 At a national level, the housing sector has played a critical role in supporting many vulnerable households, maintaining the delivery of homeless and sheltered housing services, undertaking welfare checks and continuing to undertake gas safety checks and emergency repairs. Issues and risks for the sector have emerged, and will continue to do so, around homelessness, financial hardship and rent arrears, access to housing and the ability of the sector to re-mobilise its capital and new build projects.
- 5.20 Irrespective of any additional new pressures or financial impacts of Covid, the HRA still has cost pressures as a result of fixed costs. Examples of these cost pressures are: -
- staff costs
  - adjustment to Bad & Doubtful debt provision
  - loan charges - rising interest rates are having a major impact on current and future costs equating to a pressure of £500,000 per year for 5 years
- 5.21 These fixed costs are routinely reviewed as part of the budget setting process and our annual review of the 30-year business plan.



## **Use of Reserves**

- 5.22 We are fully aware of the current financial issues our tenants are facing as a result of the significant rise in the cost of living, due to inflationary and high energy costs. Therefore, we have looked at ways we can reduce any further financial pressure on our tenants.
- 5.23 On 10 March 2021, Council approved that the final movement on the Housing Revenue Account is transferred to an earmarked Covid-19 Reserve (HRA) (Report No. 21/33 refers). This reserve has enabled the HRA to use non-recurring monies for in-year pressures or to defer recurring pressures without impacting on tenant's rents.
- 5.24 Our proposals are to utilise some of the Covid reserves to defer a number of pressures until 2025/26. This will reduce the amount of funding required from a rent increase, therefore reducing the impact on our tenants. We are proposing to defer pressures amounting to £461,000.
- 5.25 However, even when this is factored in, due to the significant cost pressures faced by the HRA, any proposed rent increase is going to be higher than in previous years. The deferred pressures would then form part of the following year's budget setting process.
- 5.26 All options that have been presented to tenants are affordable and do not change our current assumptions within the HRA Business Plan, including any future investment.
- 5.27 This will enable the Council to continue to meet our obligations to our tenants as a landlord and maintain our current high levels of performance as a Housing Service, whilst ensuring our Service remains sustainable and affordable.

## **Rent Options**

- 5.28 The options that tenants were asked to consider are as follows: -

Under all three options tenants will see new and increased investment in:

- increased staffing requirements to meet the requirements of compliance and service & maintenance - £332,000
- increased costs of buying stock for repairs and improvements - £229,000 – we have experienced increased costs and supply shortages for building materials during the current year and anticipate that these will continue to increase over the next few years
- service and maintenance - costs to operate and maintain emergency lighting to communal areas across our stock - £204,000
- contract price increases - £157,000
- additional Trades Staff to support the introduction of an evening and weekend appointment system for our Repairs Service - £90,000
- increased energy costs - £85,000
- increased corporate recharges to Housing Service - £85,000.

- investing in our Internet of Things project which provides tenants with free household wi-fi sensors - £56,000
- increased Estate Based Initiative funding - £50,000
- additional Anti-Social Behaviour Measures - £39,000
- maintaining our housing stock database - £6,000
- fire Sprinkler Systems - £2,000
- continued funding for Digital, Financial & Social Inclusion Projects with partners Lead Scotland and Citizens Advice Bureau

5.29 Some of our pressures within the proposals are in relation to Scottish Government priorities such as:

- **Electrical Inspection Condition Reports for each property - £100,000** As a landlord, we have a legal requirement to ensure that all tenants homes have an Electrical Inspection Condition Report (EICR). This report confirms that their home fully meets the required electrical standards. We must test all our 8,021 properties every 5 years which means this programme of work will involve additional costs to the HRA.

#### **Option 1 - rent increase of 6.0%**

- fixed cost increases as detailed in section 5.20 - £1,169,000
- increased staffing requirements to meet the requirements of compliance and service & maintenance - £332,000
- increased cost of materials - £229,000
- contract price increases - £157,000
- electrical Inspection Condition Reports (EICR) - £100,000
- additional Trades Staff to support the introduction of an evening and weekend appointment system for our Repairs Service - £90,000
- increased energy costs - £85,000
- increased corporate recharges to Housing Service - £85,000.
- investing in our Internet of Things project which provides tenants with free household wi-fi sensors - £56,000
- increased Estate Based Initiative funding - £50,000
- additional Anti-Social Behaviour Measures - £39,000
- maintaining our housing stock database - £6,000
- fire sprinkler systems - £2,000
- continued funding for Digital, Financial & Social Inclusion Projects with partners Lead Scotland and Citizens Advice Bureau
- buy back funding of £20million over 5 years to purchase approximately 40 ex-Council properties per year to boost our housing stock

#### **Option 2 - rent increase of 6.25%**

- fixed cost increases
- the pressures we face as per Option 1
- buy back funding of £22.5million over 5 years to purchase approximately 45 ex-Council properties per year to boost our housing stock
- additional money for:

- additional Trades Staff to support the introduction of an evening and weekend appointment system for our Repairs Service - £45,000
- increased funding for Internet of Things environmental sensor project to increase the number of tenants participating - £28,000

### **Option 3 - rent increase of 6.5%**

- fixed cost increases
- the pressures we face as per option 1
- buy back funding of £25million over 5 years to purchase approximately 50 ex-Council properties per year to boost our housing stock
- additional pressures included for:
  - more Trades Staff to support the introduction of an evening and weekend appointment system for our Repairs Service - £90,000
  - increased funding for Internet of Things environmental sensors project, to increase the number of tenants participating - £56,000

5.30 In November 2023, all 8,021 tenants received a survey providing rent setting information and were asked to indicate their preferred option. This information and survey were also promoted through the tenants' On the House magazine, online Consultation hub, Twitter, Facebook, and text messages. To increase the level of responses and encourage as many tenants as possible to have their say, staff across the service also undertook phone surveys and carried out drop-in-sessions at local venues.

5.31 To increase our reach to tenants further, we commissioned the Knowledge Partnership hub to contact 1,500 tenants directly over the telephone to complete the survey.

5.32 From the above methods, our consultation process has ensured genuine opportunities for all tenants to receive detailed information on each option, on service delivery and to express their preferred level of rent increase for the forthcoming year.

A total 2,944 of tenants (36.7%) responded with the outcome as follows:

- Option 1 – 58.6%
- Option 2 – 21.8%
- Option 3 – 19.6%

The total number of responses this year was 2,944 (36.7%), this compares to 2,625 (33%) last year, representing an increase of 12%.

### **Recommended Option**

5.33 Based on tenant feedback and a clear preference by tenants, this report recommends that committee approves option 1 to increase rents by 6.0%. The detail contained within the following sections of this report relate to option 1 as detailed in section 5.29.

## **6. HOUSING REVENUE ACCOUNT**

6.1 A budget for the HRA (as shown in Appendix 1) is balanced each financial year to ensure the operating costs are met from the yearly rental income. The budget includes an amount for Prudential Borrowing to meet the revenue cost of the capital investment programme. Since the Standard Delivery Plan (SDP) commenced in 2004, £159 million has been borrowed. This included the first major works necessary to meet the Scottish Housing Quality Standard (SHQS), namely, the installation of new kitchens and bathrooms.

6.2 The additional cost pressures (as shown in Appendix 3) which the HRA must contain within the next 5 financial years relate to the main areas described below:

- the budget allows for a 3% pay increase for Single Status and Trades staff for 2024/25, based on the assumptions contained in the Medium-Term Financial Plan approved by Council on 4 October 2023 (Report No. 23/267 refers), plus the cost of incremental progression.
- the increased costs relating to the agreed 2023/24 pay award.
- an adjustment to the bad and doubtful debt provision to take account of the potential increased risk to the Council as a result of increased rent arrears
- ensuring that we can meet our climate change targets by reducing the carbon footprint of our homes, whilst making sure they remain affordable to heat.
- our legal requirement to ensure that all our tenants' homes have an Electrical Inspection Condition report (EICR).
- increased costs and supply shortages for building materials. We anticipate that current shortages and price increases will continue into next year.

6.3 The full detail of the pressures and savings are detailed in Appendix 3.

## **7. CAPITAL INVESTMENT PROGRAMME**

7.1 Good progress has again been made with the capital improvements programme during 2022/2023. Upgrade and improvements work was carried out as follows:

- 55 properties received window/external door replacements
- 36 properties had a kitchen replacement
- 159 properties had a bathroom replacement
- 46 properties received additional insulation measures
- 171 properties had their central heating system replaced.

7.2 From 2021, a revised definition of the SHQS was introduced to reflect the new Energy Efficiency Standard for Social Housing (ESSH). This is a much higher standard to achieve than previously. This change relates to increasing the energy efficiency of the property. However, changes to the SHQS also include the introduction of new indicators, such as the installation of carbon monoxide/interlinked smoke detector systems, and the completion of a 5-year Electrical Inspection Certificate Report for each property.

7.3 Our SHQS pass rate increased significantly from 46.38% in 2021/22 to 69.03% in 2022/23. In terms of number of dwellings, this equates to 5,495 properties meeting the SHQS. The pass rate has increased as a result of improved performance relating to the implementation of the improvements required to meet the new standards. The work required for the implementation of these standards had previously been delayed during the Covid period and significant delays had been encountered with obtaining materials, procurement and shortages with labour, particularly with electricians.

7.4 There has been significant progress made this year in the implementation of the new standards with the installation of interlinked smoke detector systems and EICRs. For 2022/23, the EICR performance records indicate that 99.3% of our housing stock has a current EICR. As of 31 March 2023, a total of 55 properties (or 0.7% of the housing stock) did not have a current EICR. We are working hard to get all 55 properties completed by early 2024, but we are experiencing significant delays with the pending cases due to issues with utility providers and tenants not providing access.

For 2022/23, 99.89% of our housing stock had a compliant smoke detector installation. There has been work ongoing in this year to reduce the number of properties that were non-compliant in this area and we currently only have 3 properties without a compliant smoke detector installation; this is due to the properties undergoing significant improvement works, and the smoke detectors will be installed as part of the work prior to the properties being relet.

7.5 The remaining areas of non-compliance relate to a peak in the number of elements that have reached the point of being recorded as failures. This is due to some areas reaching the final year of a 5-year cycle and issues with resources, capacity and competing priorities resulting in some failures not being addressed before the end of the cycle. However, to minimise the number of areas reaching a failure within a cycle period, we have put improvement measures in place to provide review and check-in periods to undertake an assessment regarding the element, within a certain timeframe, to limit the number of failures, where possible. Any elements that remain as failures will be cross-referenced with the planned improvements programmes to ensure that they are replaced or refurbished. The Service will continue to demonstrate its excellent track record in delivering improvements to meet the standards.

7.6 The planned investment programme of £97.5 million for the 5-year period from April 2024 to March 2029 is summarised in Appendix 4. Several community benefits will arise from this level of investment, as well as the improvements to our Council stock. The proposed Capital Investment Programme must comply with SHQS over the next 5 years and amounts to £38.1 million, as summarised below:

- SHQS future developments - £26.1 million
- kitchens and bathrooms - £3.5 million
- central heating & rewiring - £3.4 million
- multi-storey flats\* - £1.8 million
- rewiring/infrastructure/property refurbishment - £1.7 million

- structural works - £0.8 million
- energy efficiency works - £0.4 million
- external fabric works - £0.3 million
- sound insulation - £0.1 million

\*Work on the 6 multi storey blocks includes all the types of improvement work listed in 7.6

7.7 A review of the capital programme will be informed by the stock condition survey and our proposals to decarbonise the housing stock. In the work with ARUP, it is proposed that a toolkit will be created that will inform the development of a retrofit programme of work. This toolkit will focus on key elements of the property archetypes and wider factors such as fuel poverty and areas of deprivation. It is anticipated that will be piloted from June 2024 and from this, we will be able to form a retrofit programme for the full housing stock. This will identify future investment requirements, to ensure our stock meets required quality and climate change standards, as well as the current and future needs of our tenants. The review of the capital programme will be concluded once there is an understanding of the retrofit programme. The SHQS future developments budget of £26.1 million will be allocated appropriately.

7.8 Relevant business cases have been produced for the capital programmes, where appropriate. These will be made available online on the Councillors' CHIP EDMS site.

7.9 The capital programme in Appendix 4 details the proposals for the following non SHQS elements:

- council house new build programme
- purchasing houses through the open market – buyback programme
- major adaptations to properties for people with particular support requirements
- redevelopment and regeneration of St Catherine's Square
- investment in Sheltered Housing complexes
- adaptations to shops & offices
- mortgage to rent – under certain circumstances, where owner/occupiers have difficulty in meeting mortgage payments, the Government can arrange for the Council to buy the property and rent it back to the same individual as a tenant to avoid homelessness
- replacement of lifts to ensure fire safety regulations in multi-storey accommodation is met
- information and systems technology will be required to support new ways of working e.g., PCs, mobile technology, servers etc.

## **8. INCREASING COUNCIL HOUSE STOCK**

8.1 The Council has been continuing to increase its housing stock in three key ways:

- new build programme
- buyback scheme
- conversion of existing HRA commercial properties.

- 8.2 By the end of March 2024, it is estimated that 541 Council houses will have been built since 2011, 325 former council houses purchased, and 12 properties converted into flats for social rent. An update is provided on each of these below.

### **Building new houses for social rent**

- 8.3 The aim of the Council's new build housing programme is to provide high quality affordable housing to meet housing need within the area, using grant funding provided by the Scottish Government. Between 2011 and 2024, the Council will have built 541 new builds.
- 8.4 The size, type, location, and funding of the new build programme is determined through the Strategic Housing Investment Plan, which was approved by the Housing and Social Wellbeing Committee on 29 November 2023 (Report No. 23/336 refers).
- 8.5 The Scottish Government recently announced an increase in the grant funding per unit available to Local Authorities. This increased funding will vary by development, and it is intended to offset the increased costs of construction and enable the HRA to continue to build social housing over the next 5 years. The Capital Investment Programme assumes the Council house building programme will continue to receive the same level of financial funding per house from the Scottish Government. It also assumes the continued use of the Council's Earmarked Reserve for Affordable Housing.
- 8.6 The Capital Investment Programme, detailed in Appendix 4, incorporates the existing committed, and an indicative future, new build programme, with the funding assumptions as presented in section 8.5. Work is currently underway to identify future sites for new builds. These will be reported to Committee once confirmation is received that sites are viable projects.

### **Purchasing former Council houses (buybacks)**

- 8.7 The Capital Investment Programme also includes funding for increasing Council house stock by purchasing houses through the open market. It is anticipated that by 31 March 2024, 325 houses will have been purchased at a cost of approximately £42 million (including upgrading to SHQS). As a result of the purchase of these properties, an additional 344 moves have been facilitated through the resulting vacancy chains, supporting a total of 669 households into more suitable accommodation.
- 8.8 The capital investment programme has £20 million of funding allocated for buy-backs over the next 5 years, with the potential to allocate additional money to this from the overall budget for increasing our Council stock. This funding will be accelerated as and when required, as properties become available to purchase.
- 8.9 The Council has been successful in obtaining funding, in addition to the Housing Allocation Grant from the Scottish Government, for the period 2013/14 to 2023/24 of £10.4 million. This additional funding has allowed the purchase of approximately 87 properties over and above the existing budget within the Capital Investment Programme.

## 9. RENT STRATEGY

- 9.1 When setting the 2023/24 budget, the Housing and Social Wellbeing Committee approved a 2.2% rent increase for 2023/24 and a four-year rent strategy for 2024/25 to 2027/28 at an indicative rate of 2.2% (Report No. 23/9 refers).
- 9.2 This provided a baseline level for tenants. It also allowed the Council to highlight the potential future rent increase required to deliver the capital investment programme and running costs of the HRA.
- 9.3 In order to meet the tenant's priorities gathered through the extensive consultation, Scottish Government requirements along with legislation in relation to climate change and EICRs, and to meet the fixed costs borne by the HRA, a 6.0% rent increase (option 1) will be required for 2024/25. The proposed increase of 6.0% reflects the views of our tenants as noted in section 5.32 whilst maintaining the financial health of the HRA Business Plan.
- 9.4 The proposed rent strategy for the four-year period from 2025/26 to 2028/29 will be set at an indicative rate of 4.5% based on the known pressures for 2025/26, then an anticipated minimum of 2.2% for the following 3 years. The actual agreed level will be dependent on the outcomes of tenant feedback and the wider HRA rent setting process.
- 9.5 This strategy was agreed with tenants, with the aim to provide a guide on potential future rental increases. However, the actual increase is based on future pressures and as a result of consultation with tenants on their spending priorities for future years, which change year on year. The rent strategy will be reviewed in consultation with tenants based on the findings of our retrofit assessments. These assessments will inform the level of capital investment required to meet future energy efficiency standards.
- 9.6 The current rent strategy as detailed above allows the HRA to:
- set rents at reasonable levels over the period, maintaining Perth and Kinross Council rents lower than the Scottish average
  - demonstrate affordable rents for our tenants
  - finance the cost of the future investment programmes to continue to improve our housing stock
  - provide headroom to allow for a commitment of 80 new houses each year
  - increase the Council house stock by purchasing houses through the open market
  - finance the revenue borrowing cost of previous capital programme investment to meet the SHQS and provide a new build programme (541 houses to date)
  - continue to resource Locality Teams in managing tenancies, foster tenant participation and work with partner colleagues in the community to create safe and vibrant neighbourhoods
  - enable a Reserves Strategy to provide uncommitted reserves of £1million.



## **10. USE OF BALANCES/RESERVES STRATEGY**

10.1 When reviewing their medium-term financial plans and preparing annual budgets, local authorities should consider the establishment and maintenance of reserves. These can be held for three main purposes to:

- provide working balances to cushion the impact of uneven cash flows and avoid unnecessary borrowing
- cushion the impact of unexpected events or emergencies
- build up funds, often referred to as earmarked reserves, to meet known or predicted requirements.

10.2 Money held in the general reserve is, therefore, not being directly used to deliver the Housing Business Plan but is set aside for the purposes outlined in section 1.

10.3 The financial risks to which the HRA could potentially be exposed include the possibility of:

- additional repairs due to severe weather events and other emergencies, such as the Covid-19 pandemic
- the current economic climate
- increasing rent arrears
- new legislation such as climate change and other statutory guidance
- the economic conditions, which could also impact on commercial lets, resulting in lower rent levels or properties remaining void for longer periods.
- significant weather events

10.4 In view of the potential risks facing the HRA and, in accordance with guidance set out in the CIPFA Local Authority Advisory Panel Bulletin (LAAP) 99 (published in July 2014), the Head of Finance, therefore, recommends retaining an uncommitted reserve on the Housing Revenue Account of between 2% and 4% of gross expenditure – approximately £720,000 to £1,440,000. This will be reviewed in future years and amended as required.

10.5 At the Housing and Social Wellbeing Committee of 25 January 2023, members agreed that the HRA should maintain an uncommitted general reserve balance of £1,000,000 (Report No. 22/15 refers). After reviewing the 30-year business plan, it is felt prudent that the balance should continue to be maintained at the present level. The business plan assumes that a balance of £1,000,000 will be maintained for the next 5 years.

10.6 At this time, it is not anticipated that there will be any requirement to utilise the reserve in 2023/24 and consequently the balance will remain at £1,000,000.

10.7 At the Housing and Social Wellbeing Committee of 25 January 2023, members agreed that the final movement on the Housing Revenue Account was transferred into the Covid-19 Reserve (HRA) (Report No. 23/9 refers).

- 10.8 On 22 November 2023, the Council was advised of a projected underspend of £113,000 on the Housing Revenue Account which would see an increase in the contribution to Capital from Current Revenue (CFCR) budget with a corresponding reduction in borrowing (Report No. 23/315 refers).
- 10.9 The latest monitoring position that will be presented to Council in February will set out a negative movement from the previously reported position of approximately £300,000, primarily in relation to the increased pay award. The results in a projected overspend for the HRA of £187,000.
- 10.10 Committee is asked to approve that the final movement on the Housing Revenue Account between the position reported to Finance and Resources Committee on 31 January 2024 and the final outturn is transferred to the earmarked Covid-19 Reserve (HRA).

## 11. COMPARISON WITH OTHER LOCAL AUTHORITIES AND REGISTERED SOCIAL LANDLORDS

- 11.1 Appendix 5 shows the Council house rents in Perth and Kinross compared to other councils in Scotland. Perth and Kinross Council currently has the 4<sup>th</sup> lowest rent in Scotland, at £6.84 below the Scottish average.
- 11.2 This year, the comparison has been based on all other local authorities increasing their rents by the same percentage as they did last year.
- 11.3 Using these assumptions, Perth and Kinross would have an average rental figure of £79.74 compared to the projected Scottish average of £85.10 for 2024/25. This would mean Perth and Kinross Council would have the 5<sup>th</sup> lowest rent in Scotland, £5.36 lower than the projected Scottish average.
- 11.4 The level of rent increases for 2023/24 across local authorities in Scotland ranged from 1.5% to 6.4%, with the Scottish average being 3.7%.
- 11.5 Table 1 below details 2022/23 average rent levels for the main Registered Social Landlords (RSLs) within Perth and Kinross.

| Registered Social Landlord 2022/23 | Bedroom Size/Weekly Rent (£) |        |       |        |        |
|------------------------------------|------------------------------|--------|-------|--------|--------|
|                                    | Bedsit                       | 1      | 2     | 3      | 4+     |
| PKC                                | 50.45                        | 68.48  | 74.54 | 83.66  | 89.19  |
| Caledonia                          | 109.39                       | 100.54 | 90.62 | 97.85  | 107.79 |
| Hillcrest HA                       | 63.13                        | 82.10  | 94.12 | 105.30 | 114.87 |
| Kingdom HA                         | 68.69                        | 79.72  | 88.41 | 98.99  | 103.91 |

Table 1: Average Rents 2022/23 (based on 52 weeks)  
Source: Scottish Housing Regulator 2022/23 Landlord Reports

- 11.6 During last year, we were involved in a benchmarking exercise to compare the financial health of HRA Business Plans across local authorities in Scotland. This exercise evidenced that our business plan is well managed and in a good position to meet current and future demands and service requirements.

## **12. PROPOSED RENTS FOR OTHER SERVICES**

- 12.1 It is recommended that a range of non-commercial rents, excluding the HRA rents for housing stock (detailed in section 9), are amended as detailed below from 1 April 2024. The proposals ensure the Council continues to demonstrate that it has set rents which reflect the characteristics of individual dwellings and services provided. The different types of properties are detailed separately below:

### **Rental charges for Greyfriars House**

- 12.2 It is proposed to have a 6.0% rent increase for Greyfriars House to reflect the same rental strategy for mainstream rents.

### **Rental charges for dispersed temporary accommodation**

- 12.3 It is proposed to have a 6.0% increase on rental charges for properties owned by the HRA but allocated as temporary accommodation for homeless people to reflect the rental strategy for mainstream rents.

### **Lock-ups**

- 12.4 It is proposed to have a 6.0% rent increase for lock-ups to reflect the rental strategy for house rents to reflect the continued investment in repairs and maintenance and planned maintenances.

### **Garage Sites**

- 12.5 It is proposed to have a 6.0% rent increase for garage sites to reflect the rental strategy for house rents to reflect the continued investment in repairs and maintenance and planned maintenances.

### **Commercial rents**

- 12.6 Rents from commercial properties are negotiated by Estates colleagues on a property-by-property basis. These contracts include agreed levels of fees and are not within the scope of this report.

## **13. PROPOSED HOUSING SERVICE CHARGES**

- 13.1 Local Authority Housing Services separate service charges from housing rents, to ensure that charges for services, such as caretaking, are fair and transparent. Service charges usually reflect additional services which may not be provided to every tenant, or which may relate to communal facilities rather than directly to the occupation of a dwelling. In addition, the HRA charges owners for services provided as determined by title deeds, the Tenement Management Scheme, and the Property Factors Agreement.
- 13.2 The range of service charges currently levied by the HRA to tenants and owner occupiers are shown in tables 2 and 3 below. All services, apart from the garden maintenance scheme and communal heating at particular locations, are included

in tenants' rents. Owner occupiers in locations with mixed tenure have additional charges as they have to meet some costs for the services they receive as determined by their title deeds.

- 13.3 At the Housing and Health Committee of 27 January 2016, members agreed that the charge to Council tenants and private owners at Market, Milne and Lickley Court for communal energy costs will be adjusted each year to reflect the previous year's energy costs (Report No. 16/28 refers).
- 13.4 The communal energy costs at Sheltered Housing Complexes are also normally reviewed in line with the current agreement for Market, Milne & Lickley.
- 13.5 Last year we consulted with approximately 300 tenants and private owners on the proposed heating and lighting charges from April 2023. The outcome of the consultation was that tenants and private owners wished the charges to remain the same to support with the increased charges from April 2024.
- 13.6 As predicted, the charges for 2024 have significantly increased for all but one of our properties. Consideration was given to a phased approach, however this could also have a further negative impact on tenants if charges were to rise again. To support tenants and private owners impacted by this increase, specific information has been provided and a range of support measures have been put in place to ensure they are fully informed and offered tailored advice and assistance. Many of the tenants within our sheltered housing complexes will also be entitled to financial support through the winter fuel payment and warm home discount, which can provide up to £750 per household. There is also further financial assistance available to all tenants through winter heating payment and home heating support fund. Support to access these funds and payments will continue to be made to all tenants and residents.
- 13.7 The tables in sections 13.8 and 13.9 have been updated to reflect the outcome of the consultation process detailed above.
- 13.8 The revised service charges to tenants for garden maintenance and communal energy costs are outlined below:

| Service Charges to Tenants                          | 2023/24 Current Annual Charge | 2024/25 Proposed Annual Charge | 2024/25 Proposed Increases |
|-----------------------------------------------------|-------------------------------|--------------------------------|----------------------------|
| Garden Maintenance Scheme                           | £124.00                       | £124.00                        | £0                         |
| Retirement Complexes                                | £239.20                       | £253.24                        | £14.04                     |
| Communal Energy Costs – (Market, Milne and Lickley) | £304.72                       | £791.44                        | £486.72                    |
| Heating and Lighting at Sheltered Housing complexes | £307.32 - £587.08             | £791.96 - £1,334.84            | £484.64 - £747.76          |

Table 2: Service Charges to Tenants

13.9 As a result of the Property Factors agreement being in place since 1 April 2014, Housing & Health Committee approved a range of charges to owner occupiers of multi-tenure blocks (Report No. 14/114 refers). These charges are reviewed annually in line with the actual cost of the service being provided with the proposed 2024/25 charges detailed in table 3 below:

| Service Charges to Owner Occupiers | 2023/24 Current Annual Charge | 2024/25 Proposed Annual Charge | 2024/25 Proposed Increases |
|------------------------------------|-------------------------------|--------------------------------|----------------------------|
| Stair Lighting                     | £28.88                        | £29.12                         | £0.24                      |
| Market Court                       | £844.77                       | £1,339.07                      | £494.30                    |
| Milne Court                        | £844.86                       | £1,339.15                      | £494.29                    |
| Lickley Court                      | £844.97                       | £1,339.27                      | £494.30                    |
| Potterhill                         | £471.74                       | £444.77                        | -£26.97                    |
| Pomarium (Nos 7-51)                | £432.28                       | £491.47                        | £59.19                     |
| Pomarium (Nos 52-95)               | £432.88                       | £492.07                        | £59.19                     |

Table 3: Service Charges to Owner Occupiers

### Rechargeable Repairs

13.10 The HRA has a policy to recover the costs of repairs, clearance, and related works, from current or former tenants and owners/residents. Accounts are raised for a number of reasons, including to: -

- recover the cost of work arising from tenant misuse
- consistently enforce the conditions of the Scottish Secure Tenancy
- deter misuse and negligence of Council property

13.11 A summary of all housing charges for 2024/25 is detailed at Appendix 6.

## 14. CONCLUSION

14.1 This report details the proposed HRA budget for the 5-year period from 2024/25 - 2028/29 and recommends rent increases for houses and other HRA properties.

14.2 The recommended 6.0% increase, detailed in option 1, is in line with the views of our tenants. This will ensure that our rent levels remain affordable to our tenants and projected to be 5<sup>th</sup> lowest in Scotland, continue to compare favourably at a national level.

14.3 The measures outlined will support continued and sustained improvements in the delivery of housing services. More specifically, they will:

- provide investment in our repairs and maintenance and service and maintenance budgets to meet the current level of demand and ensure that performance standards are met
- ensure that our properties have an up-to-date electrical inspection condition reports to meet our legal obligations
- provide capacity to enable us to work towards our climate change targets by reducing the carbon footprint of our homes whilst making sure they remain affordable to heat.
- increase our housing stock and support the delivery of our new build commitments and meet housing need in the area.
- continue to invest in their homes through the capital investment programme ensuring ongoing compliance with the SHQS

14.4 The cumulative effect of these measures will support the delivery of the Charter outcomes to meet housing need in the area, provide safe and secure housing, as well as support sustainable tenancies and communities throughout the area.

## Authors

| Name           | Designation                          | Contact Details                                                                                    |
|----------------|--------------------------------------|----------------------------------------------------------------------------------------------------|
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## Approved

| Name           | Designation                                   | Date             |
|----------------|-----------------------------------------------|------------------|
| Barbara Renton | Executive Director (Communities)              | 11 January 2024  |
| Scott Walker   | Strategic Lead – Finance and Business Support | 21 December 2023 |

### **APPENDICES**

- Appendix 1 – HRA Provisional Revenue Budget 2024-2029
- Appendix 2 – Feedback from tenant's rent survey
- Appendix 3 – HRA Executive Summaries 2024-2029
- Appendix 4 – HRA Capital Investment Programme 2024-2029
- Appendix 5 – Estimated Projected Average Rents
- Appendix 6 – Housing Related Charges 2024-25

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>None</b>       |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 This report supports all of the priorities within the Community Plan 2022-27.

- (i) *Reducing Poverty (including child poverty, fuel poverty and food poverty)*
- (ii) *Mental and physical wellbeing*
- (iii) *Digital participation*
- (iv) *Skills, learning and development*
- (v) *Employability*

#### Corporate Plan

1.2 This report supports the objectives within the draft new Corporate Plan:-

- (i) *Children and young people grow up safe, respected, well-educated, and confident in their ability to realise their full potential;*
- (ii) *People and businesses are increasingly able to prosper in a local economy which support low carbon ambitions and offers opportunities for all;*
- (iii) *People can achieve their best physical and mental health and have access to quality care and support when they need it;*
- (iv) *Communities are resilient and physically, digital and socially connected;*
- (v) *Perth and Kinross is a safe and vibrant place, mitigating the impact of climate and environmental change for this and future generations.*



## **2. Resource Implications**

### Financial

- 2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and no major change required, the Budget Option is robust and can continue without amendment.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt, or agree to an action or to set the framework for future decisions.

### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act: -
- in the way best calculated to delivery of the Act's emissions reduction targets
  - in the way best calculated to deliver any statutory adaptation programmes
  - in a way that it considers most sustainable.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### Legal and Governance

- 3.7 The Strategic Lead, Legal and Governance was consulted on this report.

## Risk

3.8 None arising from this report.

## **4. Consultation**

### Internal

4.1 The Chief Executive, all Directors and the Strategic Lead, Legal and Governance have been consulted in the preparation of this report.

### External

4.2 All tenants received communication on the proposals via “On the House” magazine, Twitter, Facebook, and text messages. Staff across the service also undertook phone surveys and face to face visits.

4.3 The Tenant Committee Report Panel was consulted on this report. They commented that “*The report is well put together, informative and answers questions around future spending. However, there are concerns that if rents keep rising by 6% this might contribute to higher incidents of arrears.*”

## **5. Communication**

5.1 None.

## **2. BACKGROUND PAPERS**

2.1 None.

**HOUSING REVENUE ACCOUNT**

|                                      | 2023/24<br>Approved<br>Budget<br>£'000 | 2024/25<br>Proposed<br>Budget<br>£'000 | 2025/26<br>Provisional<br>Budget<br>£'000 | 2026/27<br>Provisional<br>Budget<br>£'000 | 2027/28<br>Provisional<br>Budget<br>£'000 | 2028/29<br>Provisional<br>Budget<br>£'000 |
|--------------------------------------|----------------------------------------|----------------------------------------|-------------------------------------------|-------------------------------------------|-------------------------------------------|-------------------------------------------|
| <b>STAFF COSTS</b>                   |                                        |                                        |                                           |                                           |                                           |                                           |
| Single Status - Gross Pay            | 6,186                                  | 6,914                                  | 7,475                                     | 7,768                                     | 8,077                                     | 8,394                                     |
| Supn                                 | 1,052                                  | 1,087                                  | 1,178                                     | 1,229                                     | 1,276                                     | 1,327                                     |
| NI                                   | 590                                    | 675                                    | 724                                       | 750                                       | 777                                       | 805                                       |
| Craft Workers - Gross Pay            | 1,850                                  | 2,032                                  | 2,032                                     | 2,032                                     | 2,032                                     | 2,032                                     |
| Supn                                 | 315                                    | 320                                    | 320                                       | 320                                       | 320                                       | 320                                       |
| NI                                   | 175                                    | 196                                    | 196                                       | 196                                       | 196                                       | 196                                       |
| Pensions                             | 110                                    | 110                                    | 110                                       | 110                                       | 110                                       | 110                                       |
| Overtime                             | 78                                     | 66                                     | 66                                        | 66                                        | 66                                        | 66                                        |
| Slippage                             | (377)                                  | (377)                                  | (377)                                     | (377)                                     | (377)                                     | (377)                                     |
| Other Staff Costs                    | 316                                    | 279                                    | 284                                       | 284                                       | 284                                       | 284                                       |
| <b>TOTAL STAFF COSTS</b>             | <b>10,295</b>                          | <b>11,302</b>                          | <b>12,008</b>                             | <b>12,378</b>                             | <b>12,761</b>                             | <b>13,157</b>                             |
| <b>PROPERTY COSTS</b>                |                                        |                                        |                                           |                                           |                                           |                                           |
| Non Domestic Rates                   | 98                                     | 98                                     | 98                                        | 98                                        | 98                                        | 98                                        |
| Rents                                | 33                                     | 35                                     | 35                                        | 35                                        | 35                                        | 35                                        |
| Water & Sewage                       | 4                                      | 4                                      | 4                                         | 4                                         | 4                                         | 4                                         |
| Energy Costs                         | 452                                    | 537                                    | 587                                       | 617                                       | 637                                       | 637                                       |
| Property Insurance                   | 379                                    | 379                                    | 379                                       | 379                                       | 379                                       | 379                                       |
| Cleaning                             | 65                                     | 69                                     | 69                                        | 69                                        | 69                                        | 69                                        |
| Property Maintenance                 | 4,501                                  | 4,820                                  | 4,976                                     | 5,082                                     | 5,088                                     | 5,094                                     |
| Void Rent Loss                       | 420                                    | 477                                    | 477                                       | 477                                       | 477                                       | 477                                       |
| Bad Debt Provision                   | 1,204                                  | 1,204                                  | 1,258                                     | 1,310                                     | 1,364                                     | 1,422                                     |
| Other Property Costs                 | 10                                     | 10                                     | 10                                        | 10                                        | 10                                        | 10                                        |
| <b>TOTAL PROPERTY COSTS</b>          | <b>7,166</b>                           | <b>7,633</b>                           | <b>7,893</b>                              | <b>8,081</b>                              | <b>8,161</b>                              | <b>8,225</b>                              |
| <b>TOTAL SUPPLIES &amp; SERVICES</b> | <b>2,324</b>                           | <b>2,620</b>                           | <b>2,812</b>                              | <b>3,014</b>                              | <b>3,235</b>                              | <b>3,244</b>                              |
| <b>TRANSPORT COSTS</b>               |                                        |                                        |                                           |                                           |                                           |                                           |
| Travel & Subsistence                 | 71                                     | 69                                     | 69                                        | 69                                        | 69                                        | 69                                        |
| Car Allowances                       | 0                                      | 0                                      | 0                                         | 0                                         | 0                                         | 0                                         |
| Other Transport Costs                | 526                                    | 526                                    | 526                                       | 526                                       | 526                                       | 526                                       |
| <b>TOTAL TRANSPORT COSTS</b>         | <b>597</b>                             | <b>595</b>                             | <b>595</b>                                | <b>595</b>                                | <b>595</b>                                | <b>595</b>                                |
| <b>TRANSFER PAYMENTS</b>             | <b>344</b>                             | <b>344</b>                             | <b>344</b>                                | <b>344</b>                                | <b>344</b>                                | <b>344</b>                                |
| <b>THIRD PARTY PAYMENTS</b>          | <b>132</b>                             | <b>132</b>                             | <b>129</b>                                | <b>129</b>                                | <b>129</b>                                | <b>129</b>                                |
| <b>SUPPORT SERVICES</b>              | <b>3,300</b>                           | <b>3,508</b>                           | <b>3,593</b>                              | <b>3,673</b>                              | <b>3,673</b>                              | <b>3,673</b>                              |
| <b>FINANCING/CAPITAL CHARGES</b>     | <b>7,542</b>                           | <b>8,042</b>                           | <b>8,542</b>                              | <b>9,042</b>                              | <b>9,542</b>                              | <b>10,042</b>                             |
| <b>CFCR</b>                          | <b>2,055</b>                           | <b>1,833</b>                           | <b>2,078</b>                              | <b>2,004</b>                              | <b>2,125</b>                              | <b>2,340</b>                              |
| <b>GROSS EXPENDITURE</b>             | <b>33,755</b>                          | <b>36,009</b>                          | <b>37,994</b>                             | <b>39,260</b>                             | <b>40,565</b>                             | <b>41,749</b>                             |
| <b>INCOME</b>                        |                                        |                                        |                                           |                                           |                                           |                                           |
| Internal Recharges                   | 1,067                                  | 1,130                                  | 1,130                                     | 1,130                                     | 1,130                                     | 1,130                                     |
| Council House Rents                  | 31,921                                 | 34,098                                 | 36,083                                    | 37,349                                    | 38,654                                    | 39,838                                    |
| Other Rental Income                  | 753                                    | 767                                    | 767                                       | 767                                       | 767                                       | 767                                       |
| IORB                                 | 14                                     | 14                                     | 14                                        | 14                                        | 14                                        | 14                                        |
| <b>TOTAL INCOME</b>                  | <b>33,755</b>                          | <b>36,009</b>                          | <b>37,994</b>                             | <b>39,260</b>                             | <b>40,565</b>                             | <b>41,749</b>                             |
| <b>NET EXPENDITURE</b>               | <b>0</b>                               | <b>0</b>                               | <b>0</b>                                  | <b>0</b>                                  | <b>0</b>                                  | <b>0</b>                                  |



## Feedback from Tenants Rent Survey

### Question 1 - Improving our response to repairs in your home

With 4 being the most important and 1 the least important, please rank each of these statements from 1-4.

#### Complete the repairs on the first visit wherever possible

- 1 – 9%
- 2 – 6%
- 3 – 19%
- 4 – 63%
- Not Answered – 3%

#### Reduce the time it takes to start and complete a repair

- 1 – 7%
- 2 – 9%
- 3 – 25%
- 4 – 55%
- Not Answered – 4%

#### Improve the quality of the repair and the quality of materials used

- 1 – 6%
- 2 – 12%
- 3 – 24%
- 4 – 53%
- Not Answered – 5%

#### Improve how we respond to issues regarding damp and condensation

- 1 – 8%
- 2 – 11%
- 3 – 19%
- 4 – 55%
- Not Answered – 7%

#### Improve how we communicate with you regarding repair works in your home

- 1 – 9%
- 2 – 14%
- 3 – 21%
- 4 – 49%
- Not Answered – 7%

## **Question 2 - Improving the quality of your home**

### **Improve soundproofing within your home**

- 1 – 13%
- 2 – 17%
- 3 – 19%
- 4 – 45%
- Not Answered – 6%

### **Improve the inside of your home (eg kitchen, bathroom, internal doors, skirting)**

- 1 – 9%
- 2 – 12%
- 3 – 22%
- 4 – 52%
- Not Answered – 5%

### **Improve the outside of your home (eg painting, roof/gutter cleaning)**

- 1 – 7%
- 2 – 13%
- 3 – 26%
- 4 – 50%
- Not Answered – 4%

### **Make your home more energy efficient**

- 1 – 8%
- 2 – 10%
- 3 – 20%
- 4 – 58%
- Not Answered – 4%

### **Improve the communal areas (close painting/bin storage and drying areas)**

- 1 – 20%
- 2 – 15%
- 3 – 24%
- 4 – 31%
- Not Answered – 10%

### **Question 3 - Improving your neighbourhood and the place where you live**

#### **Improve how we respond to anti-social behavior concerns and issues**

- 1 – 9%
- 2 – 11%
- 3 – 21%
- 4 – 53%
- Not Answered – 6%

#### **Improve the appearance of your neighbourhood (fences/boundary walls and paths)**

- 1 – 8%
- 2 – 13%
- 3 – 23%
- 4 – 51%
- Not Answered – 5%

#### **Increase the opportunities to make your neighbourhood feel safer through improved stair lighting and lighting in entrance ways**

- 1 – 14%
- 2 – 15%
- 3 – 22%
- 4 – 41%
- Not Answered – 8%

**Question 4 – Improving the support we provide to help you in your home, and also to keep your home**

**Improve how we offer support to tenants in their home and to keep a home**

- 1 – 9%
- 2 – 16%
- 3 – 25%
- 4 – 44%
- Not Answered – 6%

**Provide more help regarding financial advice and assistance**

- 1 – 10%
- 2 – 19%
- 3 – 31%
- 4 – 33%
- Not Answered – 7%

**Increase the opportunities to use SMART technology in homes to help with support needs, how to better manage heating your home, and to support you to be more energy efficient**

- 1 – 12%
- 2 – 15%
- 3 – 24%
- 4 – 43%
- Not Answered – 6%

**Question 5 - Improving the options to get you more involved in the decisions we make about the Housing Service**

- 1 – 12%
- 2 – 22%
- 3 – 33%
- 4 – 25%
- Not Answered – 8%



APPENDIX 3  
REVENUE BUDGET 2024/29  
SERVICE – HOUSING REVENUE ACCOUNT  
EXECUTIVE SUMMARY

Date: 10 January 2024

|          | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>1</b> | <p><b>Increase in Staff Costs</b></p> <p>The increase in staff costs allows for a pay increase of 3% for Single Status and Trades staff for 2024/25 onwards plus the cost of incremental progression. The costs for 2024/25 also includes the cost of the increased level of pay award in 2023/24.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                | 612                                    | 356                     | 370                     | 383                     | 396                     |
| <b>2</b> | <p><b>Adjustment to Bad &amp; Doubtful Debt Provision</b></p> <p>The increases relate to annual uplifts required in line with the anticipated increased income levels each year to maintain the provision at 5%.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                                                                                                  | 57                                     | 54                      | 52                      | 54                      | 58                      |
| <b>3</b> | <p><b>Movement in Loan Charges</b></p> <p>The capital investment programme has been revised to ensure we continue to meet the SHQS obligations arising from the Stock Condition Survey, any future new Scottish Housing Quality Standard and our tenant's priorities. These commitments alongside an increase in the Council House Stock programme will result in revisions to the profile of Loan Charges arising from the revised prudential borrowing assumptions to fund these works.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p> | 500                                    | 500                     | 500                     | 500                     | 500                     |

|          | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>4</b> | <p><b>Increased cost of Materials</b></p> <p>As a result of the Covid 19 pandemic we are facing difficulties in accessing some construction industry supplies and materials. As restrictions ease the demand for construction materials is now very high. The supply of more commonly used materials is proving problematic for suppliers. It is anticipated that current supply shortages will continue through to next year.</p> <p>The Housing Repairs Service procures materials and supplies via Scotland Excel. Scotland Excel have advised that there is a risk of shortages in commonly used materials but also of significant price increases. It is estimated that prices will continue to rise between 10 and 20% over the next 5 years.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                | 229                                    | 175                     | 193                     | 212                     | 0                       |
| <b>5</b> | <p><b>Electrical Inspection Condition Reports (EICR)</b></p> <p>As a landlord Perth &amp; Kinross Council (PKC) are legally obligated to ensure all its domestic properties, including common areas of sheltered housing, have a current Electrical Inspection Condition Report (EICR). Properties are required to be tested every 5 years and additionally as and when there is a change of tenant i.e., void properties.</p> <p>A rolling program of EICR's will be undertaken to ensure all properties always remain compliant. The contract to commence this process was procured in 2021. The key driver for this project is for PKC to meet its legal obligations as a landlord by having a current EICR for all its properties within the Council's Housing stock.</p> <p>This pressure ensure we have the appropriate budget to carry out the work over the 5-year period and an ongoing basis thereafter.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p> | 100                                    | 135                     | 100                     | 0                       | 0                       |

|          | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>6</b> | <p><b>Evening &amp; Weekend Repairs Appointments</b></p> <p>Increase in the number of Trades staff to support the introduction of an evening and weekend appointment system to provide more flexibility for tenants.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                   | 90                                     | 0                       | 0                       | 0                       | 0                       |
| <b>7</b> | <p><b>Service &amp; Maintenance Costs</b></p> <p>As a landlord Perth &amp; Kinross Council (PKC) are legally obligated to ensure that servicing and maintenance is carried out to all emergency lighting within the communal areas of the Council's housing stock and the maintenance of mains fed sprinklers which have been and will continue to be installed our new build housing.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p> | 2                                      | 6                       | 6                       | 6                       | 6                       |
| <b>8</b> | <p><b>Schedule of Rates Uplifts</b></p> <p>Contract price increases for Term Maintenance Contracts and Domestic Gas Contracts.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                                                                                                         | 157                                    | 0                       | 0                       | 0                       | 0                       |
| <b>9</b> | <p><b>Increased Energy Costs</b></p> <p>Increased energy costs as a result of increasing Gas and Electricity prices.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                                                                                           | 85                                     | 50                      | 30                      | 20                      | 0                       |

|           | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>10</b> | <p><b>Increased Staffing Requirements</b></p> <p>As a landlord we are responsible for the cyclical servicing and maintenance of many systems and items of equipment in domestic dwellings, multi-storey flats, and our sheltered housing complexes. Our current staffing resource is insufficient to ensure that we are meeting all the requirements and obligations of these servicing and maintenance aspects.</p> <p>In addition to servicing and maintenance staff, we also require additional staff to deal with the EICR contract, planned maintenance and multi-storey strategy.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p> | 332                                    | 236                     | 0                       | 0                       | 0                       |
| <b>11</b> | <p><b>Estate Based Initiatives</b></p> <p>As part of the budget approved in February 2021, this budget was reduced by £150,000 to fund Digital and Financial Inclusion for a 2 year period. It has been agreed to continue the funding for Digital and Financial Inclusion on a permanent basis and to part-reintroduce the savings from Estate Based Initiatives.</p> <p>The budget for Estate Based Initiatives will be £200,000 after approval of this pressure.</p> <p><b>Strategic Objective Impacted:</b> Supporting People to Live Independent, Healthy and Active Lives</p>                                                                                                                  | 50                                     | 0                       | 0                       | 0                       | 0                       |
| <b>12</b> | <p><b>Additional Anti-Social Behaviour Measures</b></p> <p>As part of the budget approved in January 2022, a motion was approved for enhanced measures to tackle Anti-Social Behaviour. This has been funded from reserves for the last 2 years and now requires permanent funding from 2024/25.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                                                                                                                                        | 39                                     | 0                       | 0                       | 0                       | 0                       |
| <b>13</b> | <p><b>Corporate Recharges</b></p> <p>Increased recharges in relation to corporate services such as Finance, HR, Legal.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 85                                     | 85                      | 80                      | 0                       | 0                       |

|           | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>14</b> | <p><b>Internet of Things Project</b></p> <p>Over the last 18 months, the service has been undertaking a pilot project using sensors to monitor property condition against set parameters, real-time alerts and data are captured and reported providing insights into property health, that importantly enables providers to better allocate resources to support tenants and avoid costly repairs. To date there are 140 properties which have these sensors.</p> <p>This pressure will provide permanent funding for sensors to be installed in an additional 200 properties per year plus the ongoing costs for monitoring the output of the data.</p> <p><b>Strategic Objective Impacted:</b> Supporting People to Live Independent, Healthy and Active Lives</p>           | 56                                     | 17                      | 9                       | 9                       | 9                       |
| <b>15</b> | <p><b>Asset Management Database</b></p> <p>Ongoing maintenance costs of the new database.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 6                                      | 0                       | 0                       | 0                       | 0                       |
| <b>16</b> | <p><b>Housing Enabler</b></p> <p>The Corporate Plan 2022 – 2027 identifies the provision of new social housing units as a key indicator in meeting its Tackling Poverty priority. The Local Housing Strategy (March 2023) sets a target of affordable housing delivery of 210 average per year over 2022- 2027.</p> <p>To ensure the target of 80 units per for new build for PKC housing is achieved, a dedicated, HRA, Housing Enabler is required. The post holder would solely progress the Council's social rented new build programme - with support from the wider Housing Strategy Team and clear direction from the New Build / Capital Improvement Team.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p> | 0                                      | 56                      | 0                       | 0                       | 0                       |
| <b>17</b> | <p><b>Gypsy Traveller Project Officer</b></p> <p>A permanent Gypsy Traveller Project Officer to take forward the improvements within our Gypsy Traveller sites.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 0                                      | 50                      | 0                       | 0                       | 0                       |

|           | <b><u>Activity Expenditure Pressure &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Un-Funded Expenditure Pressures</b> |                         |                         |                         |                         |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>2024/25<br/>£000</b>                | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> |
| <b>18</b> | <p><b>HRA Roads &amp; Footpaths</b></p> <p>The maintenance of the HRA owned roads and footpaths within our housing estates are a key part of Housing Service delivery and tie in with Housing’s key strategic priorities.</p> <p>It is proposed that a small annual budget is allocated to allow repairs to roads and footpaths within our estates that are owned by the HRA.</p> <p><b>Strategic Objective Impacted:</b> Creating a Safe and Sustainable Place for Future Generations</p>                                                                                                                                                                                                                                  | 0                                      | 15                      | 0                       | 0                       | 0                       |
| <b>19</b> | <p><b>Housing Repairs Out of Hours Service</b></p> <p>Increased costs to provide the repairs out of hours service.</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 0                                      | 5                       | 0                       | 0                       | 0                       |
| <b>20</b> | <p><b>Movement in relation to Contribution to Capital Projects (CFCR)</b></p> <p>As a result of the net movement between pressures and income/savings options this is the projected movement in CFCR. It is recommended that any surplus (CFCR) is used to fund capital spending, thus reducing the borrowing requirement in the Housing Investment Programme and hence reduce Capital Financing Costs in future years.</p> <p>The level of CFCR available each year will be as follows:</p> <p>2023/24 - £2,055,000<br/> 2024/25 - £1,833,000<br/> 2025/26 - £2,078,000<br/> 2026/27 - £2,004,000<br/> 2027/28 - £2,125,000<br/> 2028/29 - £2,340,000</p> <p><b>Strategic Objective Impacted:</b> Organised to Deliver</p> | (222)                                  | 245                     | (74)                    | 121                     | 215                     |
|           | <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>2178</b>                            | <b>1985</b>             | <b>1266</b>             | <b>1305</b>             | <b>1184</b>             |

|          | <b><u>Compensating Saving / Budget Flexibility &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Net Saving</b>       |                         |                         |                         |                         | <b>Staffing Implications</b> |                |                |                |                |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|----------------|----------------|----------------|----------------|
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>2024/25<br/>£000</b> | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> | <b>2024/25</b>               | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> |
| <b>1</b> | <p><b>Increase in Council House Rents</b></p> <p>In order to deliver on tenant's priorities, meet the fixed costs borne by the HRA, and any efficiency savings, a 6.0% rent increase will be required for 2024/25.</p> <p>The proposed rent strategy for the next four years will be set at an indicative rate of 4.5% for 2025/26 and then 2.2% for the following three years. This provides a baseline level to highlight the indicative rent increase required to deliver the future capital investment programme and running costs of the HRA.</p> <p>The indicative rate for future years may vary reflecting future priorities identified by tenants.</p> <p>2024/25 – 6.0%<br/> 2025/26 – 4.5% (Anticipated minimum increase)<br/> 2026/27 – 2.2% (Anticipated minimum increase)<br/> 2027/28 – 2.2% (Anticipated minimum increase)<br/> 2028/29 – 2.2% (Anticipated minimum increase)</p> <p>Future provisional rents will be adjusted each year to reflect anticipated levels required to meet the needs of the HRA Business Plan.</p> <p>These updated income figures reflect revised assumptions regarding increases in housing stock, based on the planned progress in delivering the new build and new supply programmes.</p> <p>There are no increases attributed to Shops &amp; Offices.</p> | 2178                    | 1985                    | 1266                    | 1305                    | 1184                    | 0.0                          | 0.0            | 0.0            | 0.0            | 0.0            |

|  | <b><u>Compensating Saving / Budget Flexibility &amp; Impact Analysis</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Net Saving</b>       |                         |                         |                         |                         | <b>Staffing Implications</b> |                |                |                |                |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|------------------------------|----------------|----------------|----------------|----------------|
|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>2024/25<br/>£000</b> | <b>2025/26<br/>£000</b> | <b>2026/27<br/>£000</b> | <b>2027/28<br/>£000</b> | <b>2028/29<br/>£000</b> | <b>2024/25</b>               | <b>2025/26</b> | <b>2026/27</b> | <b>2027/28</b> | <b>2028/29</b> |
|  | <p><u>Impact Analysis and Risk Assessment</u></p> <p><b>Promote Fairness/Reduce Inequality/Address Socio Economic Disadvantage:</b> An affordability assessment has been undertaken and evidenced that our rents are affordable to 86% of the population (without housing costs being taken into account). They remain the most affordable social rent in the area and are the 4<sup>th</sup> lowest local authority rent nationally. Increases will affect all tenants</p> <p><b>Workforce:</b> None</p> <p><b>Customer:</b> Tenants will be consulted on the Standard Delivery Plan and proposed levels of rent increase.</p> <p><b>Equalities / Diversity:</b> No identified equality/diversity issues</p> <p><b>Outcome and Performance:</b> This will allow Perth &amp; Kinross Council to continue to meet the requirements of the Scottish Quality Housing Standard.</p> <p><b>Climate Change:</b> No significant impact identified.</p> <p><b>Strategic Objective Impacted:</b> Supporting People to Live Independent, Healthy and Active Lives</p> |                         |                         |                         |                         |                         |                              |                |                |                |                |
|  | <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>2178</b>             | <b>1985</b>             | <b>1266</b>             | <b>1305</b>             | <b>1184</b>             | <b>0.0</b>                   | <b>0.0</b>     | <b>0.0</b>     | <b>0.0</b>     | <b>0.0</b>     |



**APPENDIX 4**  
**HRA CAPITAL INVESTMENT PROGRAMME 2023-29**

| SERVICE                                                   | 2023/24<br>£'000 | 2024/25<br>£'000 | 2025/26<br>£'000 | 2026/27<br>£'000 | 2027/28<br>£'000 | 2028/29<br>£'000 |
|-----------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Central Heating & Rewiring                                | 818              | 1,320            | 1,320            | 811              | 0                | 0                |
| Rewiring/Infrastructure/Property Refurbishment            | 1,515            | 1,686            | 0                | 0                | 0                | 0                |
| Triple Glazing                                            | 3,866            | 0                | 0                | 0                | 0                | 0                |
| Controlled Door Entry                                     | 0                | 28               | 0                | 0                | 0                | 0                |
| Kitchen Programme                                         | 374              | 1,504            | 2,025            | 0                | 0                | 0                |
| Bathroom Programme                                        | 1,436            | 0                | 0                | 0                | 0                | 0                |
| External Fabric Repairs                                   | 958              | 0                | 259              | 0                | 0                | 0                |
| Energy Efficiency                                         | 940              | 388              | 0                | 0                | 0                | 0                |
| Multi-Storey Flats                                        | 428              | 1,815            | 0                | 0                | 0                | 0                |
| Environmental Improvements                                | 899              | 0                | 0                | 0                | 0                | 0                |
| Fire Precaution Measures                                  | 399              | 0                | 0                | 0                | 0                | 0                |
| Sound Insulation                                          | 289              | 100              | 42               | 0                | 0                | 0                |
| Structural                                                | 478              | 250              | 522              | 0                | 0                | 0                |
| SHQS Future Development                                   | 0                | 0                | 4,066            | 6,458            | 5,553            | 10,030           |
| <b>STANDARD DELIVERY PLAN SUBTOTAL:</b>                   | <b>12,400</b>    | <b>7,091</b>     | <b>8,234</b>     | <b>7,269</b>     | <b>5,553</b>     | <b>10,030</b>    |
| Glebe                                                     | 17               | 0                | 0                | 0                | 0                | 0                |
| Huntingtower                                              | 1                | 0                | 0                | 0                | 0                | 0                |
| Fairfield, Perth                                          | 251              | 0                | 0                | 0                | 0                | 0                |
| Lynedoch Road, Methven                                    | 735              | 0                | 0                | 0                | 0                | 0                |
| Council House New Build - Future Programme                | 0                | 5,091            | 6,014            | 6,014            | 12,552           | 6,014            |
| Increase in Council House Stock                           | 4,017            | 4,000            | 4,000            | 4,000            | 4,000            | 4,000            |
| Lock-ups & Garage Sites                                   | 0                | 50               | 0                | 0                | 0                | 0                |
| Major Adaptations to Council House Stock                  | 82               | 22               | 0                | 0                | 0                | 0                |
| Rannoch Road Conversion, Perth (5 units)                  | 87               | 0                | 0                | 0                | 0                | 0                |
| 149-151 Dunkeld Road, Perth                               | 277              | 0                | 0                | 0                | 0                | 0                |
| Rannoch Road ILG                                          | 8                | 0                | 0                | 0                | 0                | 0                |
| St Catherine's Square Redevelopment                       | 16               | 3,377            | 0                | 0                | 0                | 0                |
| Shops & Offices                                           | 239              | 50               | 0                | 0                | 0                | 0                |
| Greyfriars                                                | 34               | 50               | 0                | 0                | 0                | 0                |
| Sheltered Housing                                         | 11               | 0                | 0                | 0                | 0                | 0                |
| General Capital Works                                     | 120              | 0                | 0                | 0                | 0                | 0                |
| Replacement Lifts                                         | 137              | 0                | 0                | 0                | 0                | 0                |
| ICT                                                       | 131              | 50               | 0                | 0                | 0                | 0                |
| Mortgage to Rent                                          | 175              | 50               | 0                | 0                | 0                | 0                |
| <b>SUBTOTAL = TOTAL GROSS EXPENDITURE</b>                 | <b>18,738</b>    | <b>19,831</b>    | <b>18,248</b>    | <b>17,283</b>    | <b>22,105</b>    | <b>20,044</b>    |
| Less: Amount to be funded from Current Revenue (C.F.C.R.) | (2,055)          | (1,833)          | (2,078)          | (2,004)          | (2,125)          | (2,340)          |
| Less: Amount to be funded from Capital Receipts           | 0                | 0                | 0                | 0                | 0                | 0                |
| Less: Other Income                                        | (8)              | 0                | 0                | 0                | 0                | 0                |
| <b>PRUDENTIAL BORROWING REQUIREMENT</b>                   | <b>16,675</b>    | <b>17,998</b>    | <b>16,170</b>    | <b>15,279</b>    | <b>19,980</b>    | <b>17,704</b>    |



### Scottish Average Rents Per Dwelling (£ per house per week)

|                            | Actual<br>2023-24 | Estimated<br>2024-25 | Estimated<br>% Increase | rank<br>2023-24 | Estimated<br>rank<br>2024-25 | Movement  |
|----------------------------|-------------------|----------------------|-------------------------|-----------------|------------------------------|-----------|
| City of Edinburgh          | 105.17            | 108.33               | 3.00%                   | 1               | 1                            | →         |
| West Dunbartonshire        | 88.48             | 92.91                | 5.00%                   | 2               | 2                            | →         |
| East Renfrewshire          | 87.39             | 91.76                | 5.00%                   | 5               | 3                            | ↑2        |
| Renfrewshire               | 86.71             | 91.48                | 5.50%                   | 6               | 4                            | ↑2        |
| Orkney Islands             | 87.98             | 90.62                | 3.00%                   | 3               | 5                            | ↓2        |
| Aberdeenshire              | 87.50             | 89.69                | 2.50%                   | 4               | 6                            | ↓2        |
| Shetland Islands           | 85.71             | 89.57                | 4.50%                   | 7               | 7                            | →         |
| North Ayrshire             | 83.47             | 88.81                | 6.40%                   | 10              | 8                            | ↑2        |
| East Dunbartonshire        | 83.78             | 87.30                | 4.20%                   | 8               | 9                            | ↓1        |
| Fife                       | 82.41             | 86.54                | 5.00%                   | 13              | 10                           | ↑3        |
| West Lothian               | 83.52             | 86.45                | 3.50%                   | 9               | 11                           | ↓2        |
| Aberdeen City              | 82.51             | 85.81                | 4.00%                   | 12              | 12                           | →         |
| Dundee City                | 82.90             | 85.39                | 3.00%                   | 11              | 13                           | ↓2        |
| <b>Scotland</b>            | <b>82.07</b>      | <b>85.10</b>         | <b>3.70%</b>            |                 |                              |           |
| Midlothian                 | 80.80             | 84.68                | 4.80%                   | 14              | 14                           | →         |
| North Lanarkshire          | 80.33             | 84.34                | 5.00%                   | 16              | 15                           | ↑1        |
| East Ayrshire              | 79.57             | 82.75                | 4.00%                   | 18              | 16                           | ↓2        |
| Clackmannanshire           | 80.24             | 82.64                | 3.00%                   | 17              | 17                           | →         |
| South Lanarkshire          | 79.18             | 81.95                | 3.50%                   | 19              | 18                           | ↑1        |
| South Ayrshire             | 80.52             | 81.73                | 1.50%                   | 15              | 19                           | ↓4        |
| East Lothian               | 76.13             | 79.93                | 5.00%                   | 21              | 20                           | ↑1        |
| Highland                   | 76.84             | 79.91                | 4.00%                   | 20              | 21                           | ↓1        |
| <b>Perth &amp; Kinross</b> | <b>75.23</b>      | <b>79.74</b>         | <b>6.00%</b>            | <b>23</b>       | <b>22</b>                    | <b>↑1</b> |
| Angus                      | 75.90             | 79.01                | 4.10%                   | 22              | 23                           | ↓1        |
| Falkirk                    | 74.78             | 76.27                | 2.00%                   | 24              | 24                           | →         |
| Stirling                   | 73.71             | 75.84                | 2.90%                   | 25              | 25                           | →         |
| Moray                      | 66.93             | 69.28                | 3.50%                   | 26              | 26                           | →         |

Please note that rank 1 is the highest rent in Scotland and an upward movement means that the Council has become more expensive.

The above table predicts the position of Perth & Kinross based on a rent increase of 6.0% and the assumption that every other Council will increase their rents by the same as last year.



## Housing Related Charges

| <b>Mainstream Accommodation</b>          |                                                                                                                        |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Mainstream Rent                          | Rent ranges from £47.18 - £113.73 per week                                                                             |
| <b>Temporary Homeless Accommodation</b>  |                                                                                                                        |
| Bed and Breakfast                        | Charge depends on establishment rate and family / room size                                                            |
| Dispersed Tenancies                      | Rent ranges from £47.18 - £113.73 per week                                                                             |
| Greyfriars Hostel                        | Rent - £68.31 per week<br>Heat & Light - £11.90 per week                                                               |
| St Catherine's Square                    | Rent ranges from £53.22 - £71.38 per week                                                                              |
| <b>Sheltered Housing</b>                 |                                                                                                                        |
| Sheltered Housing (PKC)                  | Rent ranges from £53.22 - £89.54 per week                                                                              |
| Retirement Complexes                     | £253.24 per year                                                                                                       |
| <b>Other Accommodation Services</b>      |                                                                                                                        |
| Rechargeable repairs                     | Cost varies depending on the extent of the works                                                                       |
| Inappropriate emergencies                | £40 per call out                                                                                                       |
| Planned maintenance                      | Cost varies depending on the extent of the works                                                                       |
| Stair lighting                           | £29.12 per year                                                                                                        |
| Lock-up rent                             | £10.23 per week (Council Tenants)<br>£12.27 per week (Non-Council Tenants)                                             |
| Garage Site                              | £2.45 per week                                                                                                         |
| Heat and lighting<br>(Council Tenants)   | Sheltered Housing - £791.96 - £1,334.84 per year<br>Market, Milne and Lickley Court - £791.44 per year                 |
| Multi-Tenure Blocks<br>(Owner Occupiers) | Market, Milne and Lickley Court - £1,339.07 - £1,339.27 per year<br>Potterhill & Pomarium - £444.77 - £492.07 per year |
| Legal expenses                           | Single Tenant - £300 - £400<br>Joint Tenant - £300 - £400<br>Eviction fees/costs - £200 - £300                         |
| Garden Maintenance                       | £124 per year                                                                                                          |



**Perth And Kinross Council**

**Housing And Social Wellbeing Committee**

**24 January 2024**

**COMMUNITY JUSTICE UPDATE REPORT 2022-23**

**Report by Executive Director (Education and Children’s Services)**

(Report No. 24/25)

**1. PURPOSE**

1.1 This report provides an update for Committee on the work of council services and partners to meet local and national outcomes for Community Justice for the period 1 April 2022 to 31 March 2023. It provides an update on the effectiveness of the arrangements for the supervision of serious offenders and the approaches being used to help people make positive changes in their lives and tackling the underlying causes.

**2. RECOMMENDATIONS**

2.1 It is recommended that the Committee:

- Notes the approach being undertaken by Perth and Kinross Council (PKC) teams in respect of the Perth and Kinross Community Justice and Safety Partnership (PKCJ&SP), and the content of the 2022-23 Perth and Kinross Annual Outcome Activity Return (Appendix 1) submitted to Community Justice Scotland (CJS).

**3. STRUCTURE OF REPORT**

3.1 This report is structured over the following sections:

- Section 4: Background
- Section 5: Proposals
- Section 6: Further Considerations
- Appendices

**4. BACKGROUND**

**The Perth and Kinross Community Justice and Safety Partnership**

4.1 The [Community Justice \(Scotland\) Act 2016](#) (the Act) was passed by the Scottish Parliament in 2017, along with the publication of the National Strategy for Community Justice (2016) and a Community Justice Outcomes, Performance and Improvement Framework (OPIF). The legislation, strategy and framework established a new model for the governance and delivery of Community Justice in Scotland.

4.2 The Act established Community Justice Partnerships in each local authority area comprising of statutory partners - Police Scotland; Scottish Prison

Service (SPS); Scottish Fire and Rescue Service (SFRS); Skills Development Scotland (SDS); NHS Scotland; Health and Social Care Integration Joint Board; Scottish Courts and Tribunals Service, the local authority; and representation from the third sector. A decision was made in Perth and Kinross in September 2021 to merge the Community Justice Partnership and the Community Safety Partnership due to similarities in memberships and crosscutting themes. The Partnership is now the Community Justice and Safety Partnership.

- 4.3 The Act requires statutory partners to work together to deliver a Community Justice Outcomes Improvement Plan (CJOIP), delivering on the National Strategy for Community Justice and OPIF for their area, and report on progress to CJS via an Annual Outcome Activity Return. The Perth and Kinross Community Justice Partnership launched its first CJOIP, a three-year plan on 1 April 2017 (the plan was extended in 2021 and again in 2022 for a further year due to COVID-19). Annual Outcome Activity Returns have been submitted to CJS since 2018, highlighting the Partnership's progress against the CJOIP. These reports are available on the [Partnership's Community Justice webpage](#) on the Perth and Kinross Council's website.
- 4.4 The 2022-23 Annual Outcome Activity Return submission (Appendix 1), submitted to CJS in September 2023, is the Partnership's final submission, reporting against outcomes under the 2016 National Strategy for Community Justice and OPIF, and the local CJOIP (launched 2017). The Annual Return contains contributions from statutory and third sector organisations. The Annual Return highlights the Partnership's progress against the CJOIP and the OPIF. Appendix 2 provides a glossary of terms used within the Return.
- 4.5 A new National Strategy for Community Justice was launched in June 2022, and a new Community Justice Performance Framework was launched in March 2023. The PKCJ&SP launched a new [CJOIP 2023 - 2028](#) on 30 June 2023. Future annual reports (September 2024 onwards) will report against these strategies, plans and frameworks.

## 5. PROPOSALS

- 5.1 From a PKC perspective, the 2022-23 Annual Outcome Activity Return highlights examples of positive work being carried out by a range of PKC teams, often in partnership with other stakeholders and includes:
- **One-Stop Women's Learning Service (OWLS)**, in collaboration with other services, offers women a safe space where they can access crucial services, improve their mental health and wellbeing, as well as address the reasons for their offending behaviour. This wraparound service builds the self-confidence and self-esteem of women enabling them to become more involved in their community. The co-production and joint delivery of services improves access opportunities to services for women. The whole system approach enables needs to be met at a the time when the person can accept the support.



An example of the positive feedback received was:

*"I cannot believe the support I received during my CPO (Community Payback Order) and Voluntary Supervision. I am finally in a better place, my dreams are all coming true, I completed my training, I applied for a job and guess what, I got it, thank you OWLS".*

- **Evolve**, the men's project continues to work from the Neuk, a local mental health hub, which has provided opportunities to work collaboratively with local mental health services. For example, sharing access to counselling, volunteers, and introducing men to the 24-hour support that is available within the Neuk. The service aims to not only address the causes of a man's offending behaviour but promote positive life choices and identities through using group work and communal activities which are delivered in a trauma informed environment.

The service is currently considering the learning from the earlier pilot phase outlined in last year's report and looking to find ways to expand into a resource that can be accessed by all male Criminal Justice Social Work (CJSW) clients. The structures built around initial assessments, including trauma screening, the compliance processes, and completion reports, are being refined so that they can be rolled out to every male on a CPO. The interventions that were designed are being expanded into a modular groupwork calendar which clients can be referred to as needed and will include core modules on subjects like problem solving and conflict resolution, interventions looking at addiction, and healthy relationship skills. This programme will involve more staff from across the team thereby opening these interventions to a wider client range (10 men were supported by Evolve during the reporting period). Social groups are also being scheduled to help men develop interpersonal skills and make connections and positive use of their time.

As a part of Evolve, Justice Social Work within Perth and Kinross took part in a pilot programme delivering trauma informed groupwork (Connecture) which is specifically designed for men in the Justice system. This programme was undergoing external evaluation at the time of writing this report.

- **The Westbank Project** is delivered from Westbank House where the Unpaid Work (UPW) team are based. They have continued to engage with the public via Facebook, the Council website and newsletters. These communications have detailed the work undertaken by the team to support local communities, as well as providing engagement opportunities.

The UPW team received 278 requests for work to be carried out during 2022-23, a similar number to the 273 requests received during the 2021-22 period. The total number of requests remained lower than the pre Covid pandemic levels (355 received 2019-20).

The requests received were from communities across Perth and Kinross and required a wide range of activities to be carried out. These included:

- Bench and picnic benches (building and painting them).
- Removals (helping with furniture moves, both residential and non-residential ie, office) Community work (compost supply, power washing communal areas, general assistance at events).
- Waste removal (ie, rubbish clearance).

An example of the positive feedback received was:

*“Looks so much better what a relief and weight off my shoulders. Thankyou. The men were here this week and were so quick I was amazed how efficient they were. Very polite and keen to help and to sort things in my garden. I am so happy with this and the work they have done, also the care they took with my garden also. Thankyou you again, I am so grateful”.*  
(Member of the public).

The Westbank Hub continued to provide opportunities to a range of community groups, including courses to learn new skills thereby helping individuals to ready themselves for the job market.

- **Diversion from Prosecution (DfP) Scheme**, CJSW has continued to offer a diversion scheme which is delivered on a one-to-one basis by a Criminal Justice Assistant (CJA). The support looks at behaviour which may put the person at risk of committing further offences and to offer practical support and advice. Where existing services are in place, contact will take place to ensure that the person is engaging with and making best use of these resources.

People participating in DfP receive support to address unmet need/offending behaviour and are diverted from the justice journey. The reporting period saw a 53% increase in the number of people referred for DfP (68 referrals in 21/22 compared to 104 in 2022/23). An increase in the volume of complex referrals was also noted; sexual offences (1.5% in 2021/22 compared to 9.7% in 2022/23) of total referrals; and schedule one offences rose from 0% in 2021/22 to 8.7% for 2022/23). Of the 104 referrals received, 78 were suitable for DfP, with only 4 failing to complete the process. Young people in the 16 to 17 age brackets formed 38.5% of the total referrals and were by a large margin, the biggest age group.

- **Bail Supervision** focusses on reducing re-offending and affording the person the opportunity to change their behaviour with appropriate support and address unmet need. There is also a positive impact for families, children and the individual as it provides opportunity for family, social and economic relationships to continue in line with [The Promise](#).

An example of the positive feedback received was:

*“Bail Supervision provided me with structure, my appointments did not affect my employment, my Bail Officer seen me on a Monday evening which allowed me to continue working”.*

The Bail Supervision service within P&K extended the eligible age criteria in January 2022, from being available to people between the ages of 16 to 26, to anyone aged 16 and over, and additional staff were recruited to accommodate this change. CJAs now support the Service, in addition to the dedicated support from the Young People’s Service, to meet the increased demand. Extending the eligible age range provides wider service access and provides the Court an alternative to remand across the age range.

The number of people receiving Bail Supervision increased during the reporting period, 268 requests were received (bail opposed) in comparison to 33 requests during 2021-22. Bail Supervision was imposed in 63 of those cases compared to 16 in 2021-22 (an increase of 47). This rise is attributed to:

- A notable increase in the use of Bail Supervision by the Crown Office Procurator Fiscal Service (COPFS) - bail opposed;
- The promotion of Bail Supervision locally by COPFS and defence agents; and
- Increased staffing (capacity) to process Bail Supervision locally.

At sentencing stage, 12 received a CPO, 2 received a Structured Deferred Sentence (Right Track), 2 received Unpaid Work, 1 received a Good Behavior Order, 2 received a fine, 1 received a Drug Treatment Testing Order, 1 received a Compulsory Treatment Order and 8 received a custodial sentence. The remaining people were awaiting a court decision at the end of the reporting period.

- **Right Track (Structured Deferred Sentence)**

This scheme, run by CJSW, works with young people aged 16 to 26 and gives them the opportunity to engage in intensive support provided by a Right Track Officer, prior to attending court for final sentencing. The scheme helps ensure that remand is only used where necessary, and as Right Track is also part of the work at the Westbank Project, it allows the young person to work on their chaotic lifestyle and develop a more structured way of life prior to being sentenced at court.

36 people received a Structured Deferred Sentence during 2022-23, an increase of 12 from the previous reporting period. The increase reflects Court business increasing, along with the Sentencing Young People’s Guidelines coming into effect in January 2022. The Right Track model operates within the values and beliefs underpinning the new sentencing guidelines.

Examples of court outcomes during the reporting period include a further period on Right Track (18), admonished (9), CPO supervision (6), custodial sentence (2) and monetary penalty (1).

- **Caledonian System** is an integrated approach to addressing domestic abuse. It combines a court-ordered programme for men, aimed at changing their behaviour, with support services for women and children. Work was undertaken during the reporting period to improve resilience within the team.

The completion of Domestic Violence Court Report requests was extended to those not Caledonian trained but trained in the use of the Spousal Assault Risk Assessment - Version 3 (SARA-v3) during 2021-22. Staff within the team not trained in SARA-v3 were put forward for training. 2 members of staff became SARA trainers during 2022-23. 14 out of 15 social workers are now trained in SARA-v3. In addition, all suitable staff, not trained in the Caledonian system, were identified and put forward for a screening assessment. 13 social workers and all 3 senior practitioners have now passed the Caledonian screening assessment, and all (bar one social worker) have also completed Case Manager training. The roll out of the above training has had multiple benefits – upskilling staff, increased team resilience and a shared understanding of the aims of case management between staff and other agencies.

103 Domestic Violence Court Report requests were received during the reporting period, an increase of 18 from the previous reporting period.

- **Prisoner Release** work had commenced pre COVID-19 to improve co-ordination of prisoner release (better links between prison and housing: information sharing three months prior to release managing housing needs) and the COVID-19 early prisoner release programme. Fortnightly multi-agency meetings commenced in August 2021 and continue to run fortnightly. The meetings are attended by CJSW, Safer Communities Team (SCT), PKC Housing team and the Integrated – Drug Alcohol and Recovery Team (IDART), all working together to manage risks, provide support and to address any accommodation issues. The meeting frequency was set to allow agencies time to react to any prisoners who received short sentences or were released early.

Proactive engagement and planning improve opportunities to address issues, ie housing issues, in advance of release from prison, enhancing the support available to prisoners on release.

Work undertaken for the COVID-19 early prisoner release programme has been built upon and proactive planning for release was built on further during the reporting period with the launch of a Co-ordinated Voluntary Throughcare test of change in March 2023 providing an opt out model to improve uptake of support for release.

- **Arrest Referral**

An Arrest Referral Test of Change was jointly commissioned by Justice Social Work and Drug and Alcohol Services. The test of change was co-ordinated by the Community Justice Partnership Co-ordinator during the reporting period.

The Arrest Referral Test of Change, delivered by Positive Steps, commenced in July 2022. P&K, alongside Angus, joined the already established Custody Arrest Referral service operating from Dundee Police Station, Bell Street (where P&K arrests were routinely processed).

The purpose of the test of change, was to offer person centred support, address unmet need and reduce reoffending.

The test of change highlighted the logistical issues associated with processing arrests outwith the P&K area. For example, people due to appear in Perth Sheriff Court were often leaving the Dundee custody suite prior to the arrest referral worker starting at 7am (linked to early collection times from GEOAmeY), restricting the worker's ability to offer support.

Additionally, supports were only offered to P&K residents coming through the Dundee custody suite (any P&K resident processed in another part of Scotland did not receive information about the supports available). Although the service was available seven days per week, it was not available 24 hours a day. Most referrals received were for those who were being held for court, with very few being received for those released on an undertaking or without charge.

During April 2023, Police Scotland began exploring options to reopen Perth Police Station for arrests, where people can be processed and released without being held in custody. P&K (along with Angus) discontinued the Custody Arrest Referral Service on 30 June 2023 in favour of developing a more local model.

For P&K, the local model being explored for the next 12 to 18 months is referrals from Police Custody Centres (any location) via Police Scotland staff, and the development of a referral pathway with GEOAmeY within Perth Sheriff Court.

- **Complex Needs Co-ordination**

The Complex Needs Co-ordinator role commenced in September 2022 (a two-year test of change), which is another example of a role jointly funded by Justice Social Work and Drug and Alcohol Services. During the reporting period, referrals from the custody-based arrest referral workers were shared with the Complex Needs Co-ordinator who screened the referrals and engaged with people who did not have a support worker allocated to them.

Examples of the most common requests for support include:

- Mental Health
- Housing
- Substance use
- Benefits

The Complex Needs Co-ordinator post evolved during the reporting period following gaps identified by the Release from Prison: Services Available working group (particularly in relation to the remand population) and the Strategic Needs and Strengths Assessment Activity undertaken, and this led to establishing the remand drop-in sessions. In addition, the Complex Needs Co-ordinator has attended the daily Non-Fatal Overdose discussions and provided assertive outreach as requested.

Early learning from the Complex Needs Co-ordinator and voluntary throughcare test of change indicated that the co-ordination of a pool of staff from various organisations (the creation of an assertive outreach team consisting of the Complex Needs Co-ordinator (PKC); locally and nationally funded throughcare workers (CATH and Apex); and floating housing support staff) can result in improved engagement/access to services. Tayside Council on Alcohol (TCA) also expressed an interest in supporting this approach to working which will be explored further during 2023-24. Work will continue during 2023-24 to explore the above further and a greater use of floating housing (footprint across the whole P&K geographical area).

## **6. FURTHER CONSIDERATIONS**

### **Conclusion**

- 6.1 The PKCJ&SP Annual Outcome Activity Return 2022-23, illustrates the positive work being undertaken by both statutory partners and third sector organisations. Partners and third sector organisations are committed to the shared aim, echoed in our new CJOIP, to work in partnership to reduce re-offending and support those who have committed offences. It is the intention of the Partnership to build on this progress, thereby ensuring the communities in Perth and Kinross remain safe places to live.

**Authors**

| <b>Name</b>     | <b>Designation</b>                                          | <b>Contact Details</b>                                                 |
|-----------------|-------------------------------------------------------------|------------------------------------------------------------------------|
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**Approved**

| <b>Name</b>   | <b>Designation</b>                                           | <b>Date</b>      |
|---------------|--------------------------------------------------------------|------------------|
| Sheena Devlin | Executive Director<br>(Education and Children's<br>Services) | 14 December 2023 |

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

|                                                     |  |                 |
|-----------------------------------------------------|--|-----------------|
| <b>Strategic Implications</b>                       |  | <b>Yes/None</b> |
| Community Plan/Single Outcome Agreement             |  | <b>Yes</b>      |
| Corporate Plan                                      |  | <b>Yes</b>      |
| <b>Resource Implications</b>                        |  |                 |
| Financial                                           |  | <b>None</b>     |
| Workforce                                           |  | <b>None</b>     |
| Asset Management (land, property, IST)              |  | <b>None</b>     |
| <b>Assessments</b>                                  |  |                 |
| Equality Impact Assessment                          |  | <b>None</b>     |
| Strategic Environmental Assessment                  |  | <b>None</b>     |
| Sustainability (community, economic, environmental) |  | <b>None</b>     |
| Legal and Governance                                |  | <b>None</b>     |
| Risk                                                |  | <b>None</b>     |
| <b>Consultation</b>                                 |  |                 |
| Internal                                            |  | <b>None</b>     |
| External                                            |  | <b>None</b>     |
| <b>Communication</b>                                |  |                 |
| Communications Plan                                 |  | <b>None</b>     |

### 1. Strategic Implications

#### Community Plan/Single Outcome Agreement

1.1 This section sets out how the proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement in terms of the following priorities:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

This report relates to Objective No. (v).

#### Corporate Plan

1.2 This section sets out how the proposals relate to the achievement of the Council's Corporate Plan Objectives:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

This report relates to Objective No. (v).



1.3 The report also links to the Education & Children's Services Vision, Values and Priorities in respect of the following key priority area:

- Safe and Protected

## 2. Resource Implications

### Financial

2.1 This report contains no proposals which would have a financial impact on the Council. All relevant areas of work pertinent to CJSW will be taken forward within budget.

### Workforce

2.2 There are no workforce implications arising from this report.

### Asset Management (land, property, IT)

2.3 There are no asset management implications arising from this report.

## 3. Assessments

### Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.1.1 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

- (i) Assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.2.1 The proposals have been considered under the Environmental Assessment (Scotland) Act 2005. However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions.

### Sustainability

3.3 Under the provisions of the Local Government in Scotland Act 2003, the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change

(Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- In the way best calculated to delivery of the Act's emissions reduction targets.
- In the way best calculated to deliver any statutory adaption programmes.
- In a way that it considers most sustainable.

3.3.1 There are no sustainability implications from the proposals in this report.

#### Legal and Governance

3.4 This report contains no proposals which would have a legal or governance impact on the Council.

3.5 N/A.

#### Risk

3.6 There are no issues in respect of risk from the proposals in this report.

### **4. Consultation**

#### Internal

4.1 The Senior Management Team in Education and Childrens Services have approved this report. Appendix 1 was also approved by the PKCJ&SP in September 2023.

#### External

4.2 None.

### **5. Communication**

5.1 There are no communication issues in respect of the proposals in this report.

## **2. BACKGROUND PAPERS**

2.1 The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above report:

- [The Community Justice \(Scotland\) Act 2016](#)

## **3. APPENDICES**

3.1 Appendix 1 - PKCJ&SP Annual Outcome Activity Return 2022-23  
Appendix 2 - Glossary of Terms

**Community Justice Outcome Activity Across Scotland  
Local Area Annual Return Template 2022-23**

**Community Justice Scotland**  
Ceartas Coimhearsnachd Alba

**Community Justice Outcome Activity Across Scotland  
Local Area Annual Return Template  
2022-23**

April 2023

## 1. Background

This reporting template has been developed in discussion with community justice representatives from local areas, and is designed to support local areas in reporting to CJS on the achievement of outcomes in order that CJS is able to write its annual report to satisfy s27 of the Community Justice (Scotland) Act 2016 ('the Act'). The process of requesting information from local areas through the completion of this reporting template fulfils the requirement for CJS to consult with community justice partners and stakeholders when preparing the annual report, as set out under section 27(3). Completing the template can also support local areas to make an assessment of progress towards national outcomes and prepare their own local-facing annual report, which is a statutory obligation under section 23.

Significant strategic developments took place in and around the reporting year 2022-23, namely;

1. Publication of the Scottish Government's [Vision for Justice](#) in February 2022.
2. The publication of a revised [National Strategy](#) in June 2022.
3. The review of the OPIF culminating in the publication in April 2023 of the [Community Justice Performance Framework](#) and the accompanying [Community Justice Improvement Tool](#).

These significant strategic developments had substantial implications for local areas in their delivery of their statutory obligations within community justice. Further, they had the effect of creating a de-facto transition year, where the National Strategy for Community Justice and reporting framework were not aligned. In recognition of this, we have reconsidered the scope of this template and the report it informs for the reporting period 2022-23.

CJS approached community justice coordinators and managers in March 2023 seeking volunteers to participate in the creation of the 2022-23 annual report template. CJS would like to extend thanks to those community justice partners that took the time to participate in the development group and others that provided sense-checking comments on the draft.

## 2. Statement of Assurance and Data Usage

The information submitted to CJS using this template will be specifically used for the purpose of fulfilling the requirement under s27 of the Act for CJS to produce a report on performance in relation to community justice outcomes across Scotland. It will also be used by CJS in its role to monitor, promote and support improvement in, and keep the Scottish Ministers informed about, performance in the provision of community justice.

In line with provisions in the Data Protection Act 2018 and the General Data Protection Regulation (GDPR), CJS will use appropriate data to ensure that there is continuous reporting, development and progress towards the national outcomes. By providing data to CJS you are consenting to its use by CJS as indicated. Community

Justice Partnerships should be aware that any information held by CJS is subject to statutory Freedom of Information obligations.

The template can be used by local partnerships to fulfil their requirements under s23 (1b) of the Act, when published as an appendix to a publicly facing summary statement of annual progress.

### **3. General principles of the template**

The template and guidance have been developed using the following principles:

- Retention of the outcomes and indicators from the 2016 OPIF and previous templates, supplemented with additional guidance and direction around answering the questions.
- The template should enable a shorter return.
- Better support local partners to comply with their local reporting requirements set out in section 23 of the Act. E.g. the inclusion of local outcomes, which also support CJS to understand local issues.
- Continue to seek evidence about new collaborative activities.
- Support CJS to comply with their requirements in section 27 of the Act.

#### 4. How to fill in the template

The return should be completed and consulted on with partners involved in community justice in your local area. In line with the Act this includes statutory partners, third sector bodies involved in community justice in relation to the area, such community bodies in relation to the area as partners consider appropriate, and such other persons as partners consider appropriate. CJS expects that completion of this template will be a collaborative effort.

This template incorporates guidance support completion, with the text *(in blue)* providing reflective prompts to consider to develop your answer, which can be deleted and replaced with your response. These should be considered together through the development of your answer, rather than addressed individually.

In response to feedback on accessibility and in order to support our analysis, we have removed the text boxes around questions and answers.

There is no expectation that areas will return substantial numerical data. We would encourage partners to develop the response to this template in conversation with each other, and view it as an opportunity to reflect on your strengths and needs in partnership.

Where the template asks for evidence, a written response will suffice and there is no expectation that you send additional supporting documentation – if there are any aspects CJS is unclear on it will be our responsibility to request clarification where necessary.

If any response or evidence requires details about people with lived experience (e.g. evidence in respect of someone's life story) please DO NOT include any identifiable personal or sensitive information (as outlined in Schedules 2 & 3 of the Data Protection Act 1998) as CJS does not require such information. If this is unavoidable then please ensure that the data is fully anonymised.

This is the sixth iteration of the template and guidance. If you have any queries about completing the template then please email [CJSImprovement@communityjustice.scot](mailto:CJSImprovement@communityjustice.scot).

|                                                         |                                                                                                                        |
|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| <b>1) Community Justice Partnership / Group Details</b> |                                                                                                                        |
| Name of local authority area/s                          | Perth and Kinross                                                                                                      |
| Name and contact details of the partnership Chair       | Name: Bailie Chris Ahern<br>Email: <a href="mailto:CAhern@pkc.gov.uk">CAhern@pkc.gov.uk</a><br>Telephone: 07767222496  |
| Contact for queries about this report                   | Name: Eleanor Lindsay<br>Email: <a href="mailto:elindsay@pkc.gov.uk">elindsay@pkc.gov.uk</a><br>Telephone: 07786856960 |

|                                                                              |
|------------------------------------------------------------------------------|
| <b>2) Template Sign-off from Community Justice Partnership / Group Chair</b> |
| Date:...26 September 2023                                                    |
| Name:...                                                                     |
| Bailie Chris Ahern                                                           |

### 3) Governance Arrangements

Within the Community Justice (Scotland) Act 2016, Community Justice Partnerships (CJPs) are answerable solely to the Statutory Partners own governance arrangements. However, within Perth and Kinross (P&K) it is recognised that the Community Justice Partnership should be part of the local community planning process, and therefore the Community Justice and Safety Partnership also reports to the Community Planning Partnership (CPP) within P&K.

In practice, our governance structure remains unchanged to previous years. However, we have a new visual which better explains the structure and the connections to other local groups and structures.

**Figure 1: Community Planning Partnership Structure**



### 4) The year overall

2022-23 saw substantial developments and change within the service delivery and strategic policy landscape. This section should be used to reflect some of the a) challenges/negative implications and b) opportunities/positive implications from the reporting year on the community justice partnership. This can include impact on the improvement activity, partner collaboration, and delivery of services.



## **Challenges / Negatives**

2022-23 covered a period of significant change, at a time the workforce were finding their feet following COVID-19, and a prolonged period of flux and uncertainty.

Our Partnership Community Justice Outcome Improvement Plan (CJOIP) had expired during COVID-19 and the decision had been taken to extend the CJOIP and issue a holding statement to allow other priority work to take place.

The Partnership did not want to extend the launch of a new CJOIP indefinitely and work commenced following the launch of the Vision for Justice and the New National Strategy for Community Justice, to align activity with the national direction of travel. This work alongside other competing priorities (both local and national), and COVID-19 recovery, was difficult to manage. Effort was made to break the activity down into manageable portions to limit disruption but enable progress to be made.

## **Positives / Opportunities**

An incredible amount of activity took place within the reporting period to ensure the work of the P&K Community Justice and Safety Partnership is positioned to make year on year progress on the new National Strategy for Community Justice, and more importantly to improve outcomes for people locally. A wide range of engagement took place, and the information gathered was used to as the basis for our new [CJOIP](#). It is hoped that partners at both strategic and operational levels, third sector and statutory, within the partnership recognise their input within the new CJOIP which was launched 30 June 2023.

It was a highly demanding year, exploring in-depth, complex topics such as Arrest Referral, Remand and Voluntary Throughcare. However, the work undertaken has been helpful in highlighting the significant similarities and crossover in all three areas.

This section is designed to capture the evidence and data that has been used by your partnership over the reporting period to assess progress against the national outcomes.

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### **NATIONAL OUTCOME ONE**

#### **Communities improve their understanding and participation in community justice\***

##### **Where applicable have regard to the following indicators:**

- Activities carried out to engage with 'communities' as well as other relevant constituencies
- Consultation with communities as part of community justice planning and service provision
- Participation in community justice, such as co-production and joint delivery
- Level of community awareness of / satisfaction with work undertaken as part of a CPO

- Evidence from questions to be used in local surveys / citizens' panels and so on
- Perceptions of the local crime data

\*Community Justice comprises the activities, services and partners that work with and around people from the point of arrest, through the justice system and supporting their exit from justice contact and integration into their community

## 5) How have you engaged with partners, communities, and individuals to improve their understanding and participation in relation to community justice?

A range of partnership activity took place during the reporting period building on the engagement activities initiated in the previous reporting period and the development of the infographics ([outlined in 2021-22 Annual Return submission](#)). Examples of participation activities include:

- Community Justice and Safety Partnership– quarterly meetings continued.
- Community Safety Third Sector Collaborative meetings – Quarterly meetings established (September 2022).
- Engagement with Alcohol and Drug Partnership Lived Experience Group – (October 2022).
- Working Groups – Prisoner Release; Arrest Referral – 6-weekly.
- Topic specific sessions – Voluntary Throughcare and Floating Housing Support Providers, exploring a collaborative approach - February 2023.
- Integrated Drug and Alcohol Recovery Team (IDART) and Community Justice Social Work (CJSW) – Quarterly meeting established (April 2022).

Work also took place during the reporting period to re-establish the Third Sector Forum. A development session was held in August 2022 where attendees explored 1) Current Support Delivered by Third Sector; 2) Gaps Identified by Third Sector; 3) What People Need from the Third Sector. The infographic overleaf was generated from the discussion.

This engagement session (and others outlined) highlighted a cluttered service landscape. A range of services available for six to nine months but little thereafter. Issues regarding multiple services, with a similar offer, approaching the same people were reported during many of the engagement sessions. The end result - confusion, frustration, and lack of engagement. A need to develop a **“No Wrong Door”** approach was raised by the Community Safety Third Sector Collaborative and is supported by the Partnership.



- Building of benches/picnic benches/planters to share with communities across P&K. Blair Athol Primary School was a beneficiary of four picnic tables and three planters.
- Graffiti removal (Blairgowrie, South Inch and Necessity Brae Flyover).
- Path clearance (Oakbank)
- Grounds maintenance - paint railings and general tidy up the grounds of the churches in Weem and Aberfeldy.
- Refurbishing work (Ratray Community Hall).

Some examples of the positive feedback received from communities include:

- ***"Just to say thank you to you both for your help and gift of the picnic bench"*** (Oudenarde Community Group at Bridge of Earn).
- ***"I am writing to commend and thank you for the fantastic work done so far by the unpaid work team for the Blair Atholl community"*** (Blair Atholl & Struan Initiative).
- ***"I'm emailing on behalf of South Perth Green Spaces Group to thank your team for the excellent job painting the Craigie Community Wood railings. This work has greatly improved the look of the area as well as protecting the railings"*** (South Perth Greenspace Group).
- ***"I would just like to pass on my thanks to the community assistance team that painted the allotment fence for us. The guys were great, turned up when they said they would and put in a good couple of shifts to get it completed. The guys also offered to do a tip run for us to get rid of some rubbish we had. Excellent job"*** (Member of the public).

The following provides some of the positive impacts of unpaid work requirements for those serving community sentences:

- ***"Getting a routine again"***,
- ***"Enjoyed working and the company"***,
- ***"I liked doing things for others"***,
- ***"It has given me stability"***,
- ***"It helped with mental health"***.

The unpaid work model in P&K enables community surroundings to be improved (as identified by communities), promotes a positive story of Community Payback (Community Justice) whilst at the same time provides those who have committed an offence:

1. The opportunity to payback to the community for the crimes committed
2. The opportunity for structure and routine,
3. Opportunity to access support to address unmet need,
4. The opportunity to learn new skills.

The OWLS service is another example of a Partnership resource which routinely utilizes engagement and participation opportunities to deliver a service tailored to female residents within P&K. Examples of activities during the reporting period:

- Women informed staff, through putting suggestions onto a flip chart, about activities that they would like the opportunity to participate in. Times and dates

were agreed to ensure any potential barriers were removed so all women were given the same opportunities.

- Reiki was offered as a way to relax and take time for themselves, some were apprehensive having never tried alternative therapies.

***“WOW I did not totally believe, this would let me relax, I felt I was floating and so peaceful.”***

- A nature trail walk to The Hermitage, this was an educational day, finding out more about local area and the history (once the grounds for the Dukes of Atholl).

***“Walking with my worker in such a lovely place, I felt myself talking about my trauma, it was so healthy for me to be so relaxed, my new moto is Walk & Talk”.***

- A social day at the centre. Women prepared lunch. The day gave them the opportunity to meet other women, gain peer support, and hear each other's laughter. Women created memory boxes using the arts & crafts.

***“Making lunch for others and eating with others makes me feel part of a family.***

- External service ADHD came in for several weeks using a video and materials to educate women who have ADHD or family members. Some women felt they finally could relate to their or their families' behaviors due to having informal education sessions.
- “Community Cook It” is a rolling educational program, available to women attending OWLS, used to help educated women how to buy ingredients, learn about hidden salt, sugar intake, and make meals with no add additional salt. Women recognise the benefits for their physical and emotional wellbeing, and due to the cost of living which is having a huge impact on their finances.

Grace Chocolates (a social enterprise) gave one OWLS client the opportunity to complete Peer Mentor Training. This provided a gateway to securing a full-time paid job in a service where she had received support.

***“I cannot believe the support I received during my CPO and Voluntary Supervision. I am finally in a better place, my dreams are all coming true, I completed my training, I applied for a job and guess what, I got it, thank you OWLS”.***

Reclaim the night March on 1 December 2022, as part of 16 days of Activism, 6 women created a banner: “Survivor”, with buttons and fabric and took part in the March organized by RASAC & P&K Violence Against Women Partnership.





1 woman wrote her words and thoughts:

***“Darkness is the female curfew”.***

This was a very powerful story from a woman about how she felt, this was used during the march and was projected onto the wall at St Pauls Church.

During 2022 OWLS began a new partnership with a local business, The Bike Station. This Community Enterprise invited OWLS to participate in their ‘Shifting Gears’ programme which aims to get people using bicycles more. This has personal benefits to the cyclist but also environmental benefits to the wider community. Four women participated in the programme. They each received bicycle maintenance lessons, general bicycle tutoring, a bike as well as safety equipment such as helmet, lights and lock. One woman went on to gain part time employment with The Bike Station having completed her bike maintenance course through the Bike Station.

***“I cycle every day, my bike has gave me so much freedom, fitness and work, I could not have even dreamt about this”.***

Through engagement and participation, the OWLS service delivery model provides opportunity for women attending to learn new skills, establish positive routines, mechanisms to alleviate stress community and be supported with any areas of unmet need.

The activity outlined above may go some way to influencing local perceptions of crime. Unfortunately, updated statistical data was not available for the reporting period. Most recent data 2019 (77% of P&K residents surveyed perceived crime to be about the same or a little or a lot less, compared with the Scottish national average of 75.5% (Scottish Crime and Justice Survey Perceptions of Local Crime ([Scottish Surveys Core Questions](#))). Newer data could not be sourced at the time of writing.

## **NATIONAL OUTCOME TWO**

**Partners plan and deliver services in a more strategic and collaborative way**

**Where applicable have regard to the following indicators:**

- Services are planned for and delivered in a strategic and collaborative way
- Partners have leveraged resources for community justice
- Development of community justice workforce to work effectively across organisational/professional /geographical boundaries

- Partners illustrate effective engagement and collaborative partnership working with the authorities responsible for the delivery of MAPPA

## **6) How has your partnership worked to enable strategic and collaborative service planning and delivery?**

A range of partnership activity took place during the reporting period building on the strategic and collaborative approach initiated in 2021-22. In preparation for the development of the CJOIP, the Partnership undertook focussed Strategic Needs and Strengths Assessment (SNSA) activity on the basis that it would provide a greater in-depth understanding of local need. Priority was given to focussed SNSA activity linked to the [Vision for Justice In Scotland](#) (launched February 2022) and the Aims within the National Strategy for [Community Justice](#) (launched June 2022).

The following SNSAs were completed during the reporting period:

- Diversion from Prosecution
- Voluntary Throughcare
- Remand
- Arrest Referral

The [focussed SNSA templates](#) created by Community Justice Scotland were used for the Diversion from Prosecution and Arrest Referral SNSA activity. No templates exist for Voluntary Throughcare or Remand. However, an adaptation of the available national templates was utilised to facilitate the Voluntary Throughcare and Remand SNSA discussions.

The Partnership had also been planned to undertake a Bail Supervision SNSA during the reporting. However, issues were identified with the template which were shared with Community Justice Scotland. The template was amended by Community Justice Scotland and the Bail Supervision SNSA will be undertaken during 2023-24.

The enhanced understanding of local need and the interconnections between the organisations supporting people on the justice journey has assisted the partnership to better identify how to meet local need. A need for improved co-ordination was evident within the Arrest Referral, Voluntary Throughcare and Remand SNSA's with the assessments highlighting that similar supports are required for people on each of these journeys.

The SNSA activity was found to be useful by those who participated. The focussed activities provided improved understanding of Arrest Referral, Voluntary Throughcare, Remand and Arrest Referral; and improved understanding of each of the roles involved. This in turn provided improved opportunities to collaborate and work in partnership. A rolling programme of SNSA activity and self-evaluation will continue for the lifetime of the CJOIP and beyond.

Several Partnership tests of change (in collaboration with Alcohol and Drug Partnership) launched during the reporting period, some linked to the SNSA activity outlined above and some relating work undertaken during the previous reporting period, including:

- Arrest Referral – launched July 2022
- Complex Needs Co-Ordinator – launched September 2022
- Voluntary Throughcare (including coordinated approach, sustainable tenancy, and GP registration) – launched March 2023
- Specified worker – launched January 2023

A key development area identified by the above activity has been the recognition that service pathways are required to assist navigation through the cluttered landscape. Some examples of this pathways work, which commenced during the reporting period, can be found in **Appendix One: Arrest Referral Flowchart** and **Appendix Two: Voluntary Throughcare Flowchart**.

Following on from the SNSA activity to date, the Partnership has been exploring opportunities for improved collaborative working to ensure people can access support when they require, where they require and at the intensity they require. Worked commenced during this reporting period to, where possible, align arrest referral, voluntary throughcare and remand support provision, and to ensure that appropriate support is offered by the person best placed to deliver the support.

**Multi Agency Public Protection Arrangements (MAPPA)** are co-ordinated on a Tayside basis and a Strategic Oversight Group comprising of Justice Social Work, Housing, Police Scotland, Scottish Prison Service (SPS) and Health (NHS Tayside) provide leadership of the multi-agency arrangements across the region, working collaboratively to prevent people becoming victims of serious harm. The formation of Strategic Oversight Group subgroups - Self-Evaluation Group; MAPPA Operational Group and Training Group; and Significant Case Review (SCR) review group, has resulted in improved oversight of MAPPA throughout the year. MAPPA meetings have continued to be held on MS Teams as members have been able to join meetings without travel, improving time management and resulting in improved attendance. MS Teams will remain the vehicle for MAPPA meetings despite the ceasing of COVID-19 mitigations.

The most recent [Tayside MAPPA Annual Report Annual Report](#) available publicly covers the period 2021-22 and some ongoing disruption linked to COVID-19 mitigations. The MAPPA Annual Report is presented to the Community Justice and Safety Partnership annually by the CJSW Service Manager following publication.

## **NATIONAL OUTCOME THREE**

**People have better access to the services that they require, including welfare, health and wellbeing, housing and employability**

**Where applicable have regard to the following indicators:**

- Partners have identified and are overcoming structural barriers for people accessing services
- Existence of joint-working arrangements such as processes / protocols to ensure access to services to address underlying needs
- Initiatives to facilitate access to services
- Speed of access to mental health services



- % of people released from a custodial sentence:
  - a) registered with a GP
  - b) have suitable accommodation
  - c) have had a benefits eligibility check
- Targeted interventions have been tailored for and with an individual and had a successful impact on their risk of further offending

## **7) What steps have you taken to improve access to services, and what impact has there been as a result?**

### **Custody Arrest Referral**

An Arrest Referral test of change, delivered by Positive Steps, commenced in July 2022. P&K, alongside Angus, joined the already established Custody Arrest Referral service operating from Dundee Bell Street (where P&K arrests were routinely processed). The purpose of the test of change, was to offer person centred support, address unmet need and reduce reoffending. A key driver for joining the test of change within the Dundee custody suite was to maximise engagement opportunities with people from P&K who were released following arrest or held for court.

The test of change highlighted the logistical issues associated with processing arrests out with the P&K area. For example, people due to appear in Perth Sheriff Court were often leaving Dundee custody suite prior to the arrest referral worker starting at 7am (linked to early collection times GEOAmey), restricting the worker's ability to offer support. Additionally, supports were only offered to P&K residents coming through Dundee custody suite (any P&K resident processed in another part of Scotland would not receive information about the supports available). Although the service was available seven days per week, it was not available 24 hours a day. The majority of referrals received were for those who were being held for court with very few being received for those released on an undertaking or without charge.

Between 1 July 2022 and 31 March 2023, 85 referrals were received from Positive Steps Custody Arrest Referral Workers. Eight referrals (received early in the test of change contained insufficient information were discounted from the analysis bringing the number to 78). On occasion multiple referrals were received for the same person held for court over the weekend, where this occurred the referral was only counted once in the analysis.

89% (69) of the 78 actionable referrals received also appeared on the Perth Sheriff Court Custody list. 81% (63) referrals received were for males and 19% (15) for females. The 26 to 35 age bracket had the highest number of referrals (both male and female) following by the 36 to 45 age group. 51% (40) of the referrals received had a key worker in place, and 26% (20) received Bail Supervision.

During April 2023, Police Scotland began exploring options to reopen Perth police station for arrests, where people can be processed and released without being held in custody. P&K (along with Angus) discontinued the Custody Arrest Referral Service on 30 June 2023 in favour of developing a more local model.

For P&K, the model being explored for the next 12 to 18 months is referrals from Police Custody Centres (any location) via Police Scotland staff, and the development of a referral pathway with GEOAmev within Perth Sheriff Court.

From our learning so far, it is suggested that any Custody Arrest Referral model should be considered at a national level (based within custody centres) which would allow the arrest referral offer to be made to all coming through the custody centre regardless of the geographical area they reside. Referrals within the custody centres could then be referred onto central points with Community Justice Partnership for community follow up.

### **Services Available for Prisoners on Release (Voluntary Throughcare & Remand) multi agency working group**

The working group, launched February 2022, has continued during this reporting period. The group is attended by Scottish Prison Service, Alcohol and Drug Partnership, Safer Communities Team, Skills Development Scotland, Families Outside, Apex (New Routes – Nationally funded voluntary throughcare service), Churches Action for the Homeless (locally funded voluntary throughcare service), Welfare Rights and Justice Healthcare, taking a whole system approach to prisoner release. Mental Health was also an area of focus for this working group initially, but it was identified that other work streams were working to develop Mental Health Pathways.

Strategic Needs and Strengths Assessments (1. Voluntary Throughcare 2. Remand) were undertaken during the reporting period and a number of number of tests of change initiated during the reporting period:

- Co-ordinated approach to voluntary throughcare (opt out model) – commenced March 2023
- Sustainable tenancy test of care – commenced March 2023
- GP registration test of change – commence March 2023
- Remand Drop-In – commenced March 2023

In addition to the above, work is planned during 2023-24 regarding consistent completion of welfare benefit checks ahead of release from prison.

The prisoner release activity during 2022-23 focussed on releases from HMP Perth. The partnership will look to extend the tests of change to females and males released from other prisons during 2023-24 and beyond. The Partnership will report on outcomes from the above tests of change in 2023-24 annual report.

### **Complex Needs Co-ordinator**

The Complex Needs Co-ordinator role commenced in September 2023 (a two-year test of change). During the reporting period, referrals from the custody-based arrest referral workers were shared with the P&K **Complex Needs Co-ordinator** who screened the referrals and engaged with people who did not have a support worker allocated to them.

Between 1 September 2022 and 31 March 2023, 22 people referred by custody arrest referral staff were supported by the Complex Needs Co-ordinator (people who did not have a key worker) and referrals were shared with the key worker, where one existed. The Complex Needs Co-ordinator supported a further 36 people (during the same date range) following referrals from a range of professionals including Safer Communities Team, HMP Perth, Non-Fatal Overdose Group, Police Scotland and some were self-referrals (potentially linked to information shared by Positive Steps Arrest Referral staff or word of mouth). Examples of the most common requests for support include:

- Mental Health
- Housing
- Substance use
- Benefits

The Complex Needs Co-ordinator post evolved during the reporting period following gaps identified by the Prisoner Release working group (particularly in relation to the remand population) and the Strategic Needs and Strengths Assessment Activity undertaken, and this led to establishing the remand drop-in sessions (referenced above). In addition, the Complex Needs Co-ordinator attended the daily Non-Fatal Overdose discussions and provided assertive outreach as requested.

Early learning from the Complex Needs Co-ordinator and voluntary throughcare test of change indicated that the co-ordination of a pool of staff from various organisations can result in improved engagement/access to services (the creation of an assertive outreach team) - Complex Needs Co-ordinator (P&K Council); locally and nationally funded throughcare workers (CATH and Apex); and floating housing support staff. Tayside Council on Alcohol (TCA) also expressed an interest in supporting this approach to working which will be explored further during 2023-24. Work will continue during 2023-24 to explore the above further and in particular a greater use of floating housing (footprint across the whole P&K geographical area).

### **Access to Services: Families Impacted by the Imprisonment of a Family Member**

Families Outside, supported by the Community Justice and Safety Partnership, undertook a significant amount of work during the reporting period to raise awareness about the support available to families and raise awareness of the impact of arrest and imprisonment on families. Some examples of the activities undertaken include:

- Delivery of awareness raising sessions to:
  - Children and Families Social Work
  - NHS Tayside School Nurses
  - HMP Castle Huntly Substance Use team
  - Third Sector Organisations (15 organisations in total)
  - HMP Perth Visit Staff
  - HMP Castle Huntly Prison Based Social Work
  - HMP Perth Prison Based Social Work
  - New Routes and Shine Partners

- Families Outside also delivered a session to Justice Social Work staff and local Police Scotland staff in collaboration with Community Justice Scotland and Strathclyde University covering Diversion from Prosecution and raising awareness on the impact of arrest/imprisonment for families.

Families Outside spoke with approximately 350 people in the P&K area during the reporting period about the impact of imprisonment.

Some examples of other Families Outside operational activity include:

- Continued presence within the Visit Centre at HMP Perth to support families who access the service.
- Delivery of Family Learning Fridays within HMP Perth to support/enhance continued family relationships during the prison sentence delivered in partnership with P&K Council's Parenting and Family Learning Team.
- Involvement in the Life Skills Unit's at both HMP Perth and HMP Castle Huntly to ensure that the men within their care are aware of the support available to their families and support to prepare for potential relationship challenges they may face them on release.

The activity resulted in an increase in referrals to Families Outside from P&K families during the reporting period, from an increase in calls to the helpline, to 14 P&K families engaging in direct family support (varying from whole family support to 1:1 work with children and young people). The spread of referrals was far reaching, with families from across P&K accessing support (Perth City, Blairgowrie, Methven, Auchterarder). Families Outside intend to focus on expanding awareness of the service within the Kinross during 2023-24.

Families Outside have the following work planned during 2023-24:

- Delivery of Families Outside Module One accredited training to all HMP Perth Hall and Visit staff – discussions initiated (outcome outstanding at the time of writing).
- Families Outside worker to attend one family visit per week to raise awareness of the support available – discussions initiated (outcome outstanding at the time of writing).

In addition to the Families Outside service described above, CrossReach also offer a well-established service tailored to families who visit the prison at HMP Perth. Both organisations work collaboratively to support families affected by parental imprisonment. Some CrossReach activities during the reporting period include:

#### Prison Visits

CrossReach and SPS worked together during the reporting period to create a video ( [Visiting HMP Perth.mp4 on Vimeo](#) ) capturing the physical visiting procedure for families. This tool enables people to gain a greater understanding regarding what the visit involves prior to coming to the prison. The video is accessible to the public on the SPS Website – HMP Perth – Visiting the Prison.

- The CrossReach Children’s Worker facilitated 192 arts & crafts sessions in the visit room since August 2022 and provided informal play in both the Children’s and mainstream visits, facilitating a supportive approach for all.
- CrossReach continued to support visitors in the prison waiting area when feasible to do so.
- CrossReach received an anonymous donation £25,000 during the reporting period which enable the service to provide “*afternoon teas*” during the Children’s visit at HMP Perth. This provided a valuable connection for families who may not have eaten with their family in many years. During Mother’s Day, afternoon tea and arts & crafts was provided, on individual floor mats in a picnic theme.

#### Financial Support to Families

- During the reporting period CrossReach were successful in a funding application which provided 140 sim cards which could be used for unlocked phones, allowing families to keep their number & receive unlimited calls/texts for 6 months along with 20GB of data.
- CrossReach continue to support visitors to apply for travel expenses for prison visiting, particularly important for people with limited IT/literacy skills.
- CrossReach receive regular donations of supermarket vouchers from Churches providing some support to families experiencing food poverty.
- Churches continue to provide a gift for each child at Christmas and on their birthdays until they are 12-years old.

#### Mental Health and Addiction Support for Families

- A service with MINDSPACE Perth was established providing an informal drop-in facility once a week, alternating Wednesday & Thursdays from 1300 to 1500 hours with a mental health nurse, for anyone who has worries/stress and needs they wish to discuss. This service can provide one off support or support in the short term until other community supports are available.
- CrossReach continue to have the Self-Management and Recovery Training (SMART) recovery on a Thursday evening.

#### Awareness Raising

- SPS new recruits are inducted by the CrossReach staff, raising awareness on work they do/the support available to families.
- CrossReach had an open afternoon for agencies/churches to raise awareness of the service attended by 105 people attended in June 2023.

#### Multi Agency/Collaborative Working

- CrossReach continue to work with a large number of community partners to refer into and also receive training from/provide for.
- CrossReach, (when staffing increases), will be able to give power point presentations on the Life Skills course for prisoners, and also first night inductions.
- CrossReach continue to safeguard both adults & children at risk, linking in with the community services/child protection teams as appropriate.

### Measuring Outcomes

- CrossReach continue to report on children's outcomes using SHANARRI (Safe, Health, Achieving, Nurtured, Active, Respected, Responsible, Included) indicators.

### Trauma Training

- CrossReach Visitor Centre staff are in the process of undertaking more trauma training.

CrossReach are in the process of working on an options appraisal alongside the SPS, Scottish Government & funders to look at a review of the model of delivery with a view to working with more families in the future.

## **NATIONAL OUTCOME FOUR**

### **Effective interventions are delivered to prevent and reduce the risk of further offending**

#### **Where applicable have regard to the following indicators:**

- Use of 'other activities requirements' in CPOs
- Effective risk management for public protection
- Quality of CPOs and DTTOs
- Reduced use of custodial sentences and remand:
  - a) Balance between community sentences relative to short custodial sentences under one year
  - b) Proportion of people appearing from custody who are remanded
- The delivery of interventions targeted at problem drug and alcohol use [NHS Local Delivery Plan (LDP) Standard]
- Number of Police Recorded Warnings, police diversion, fiscal measures, fiscal diversion, supervised bail, community sentences (including CPOs, DTTOs and RLOs)
- Number of short-term sentences under one year

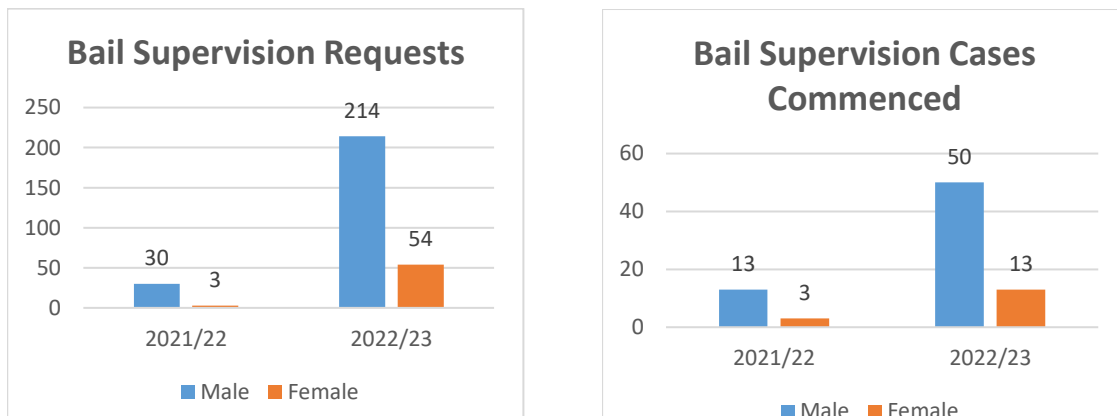
#### **8) What changes have been made to community justice arrangements to enable desistance, reduce reoffending, and promote integration, and what impact has there been as a result?**

A SNSA was completed for [Diversion from Prosecution \(DfP\)](#) in June 2022 attended by Crown Office Procurator Fiscal Service, CJSW and Police Scotland. A joint training session was delivered by Community Justice Scotland (CJS) and Families Outside to Police and CJSW staff following the SNSA. The session was well received, and plans are in place to establish annual training. A DfP agreement was also created to ensure people understand what they are committing to.

The reporting period saw a 53% increase in number of people referred for DfP (68 referrals in 21/22, and 104 in 22/23). An increase in the volume of complex referrals was also noted; sexual offences (9.7% in 22/23 compared to 1.5% in 21/22 of total referrals; and schedule one offences rose from 0% to 8.7%). Of the 104 referrals received, 78 were suitable for DfP, with only 4 failing to complete the process. Young

people in the 16 to 17 age bracket formed 38.5% of total referrals and were by a large margin the biggest age group.

**Bail Supervision** continues to be available providing opportunity to minimise disruption to family life in line with [Vision for Justice](#), the [National Strategy for Community Justice](#) and [The Promise](#). The service is delivered by CJSW in collaboration with children and families. The number of people receiving Bail Supervision increased during the reporting period, 268 requests were received (bail opposed) by comparison to 33 requests during 2021-22.



At sentencing stage, 12 received a CPO, two received a Structured Deferred Sentence (Right Track), two received Unpaid Work, one received a Good Behavior Order, two received a fine, one received a DTTO, one received a Compulsory Treatment Order and eight received a custodial sentence. The remaining were awaiting a court decision at the end of the reporting period.

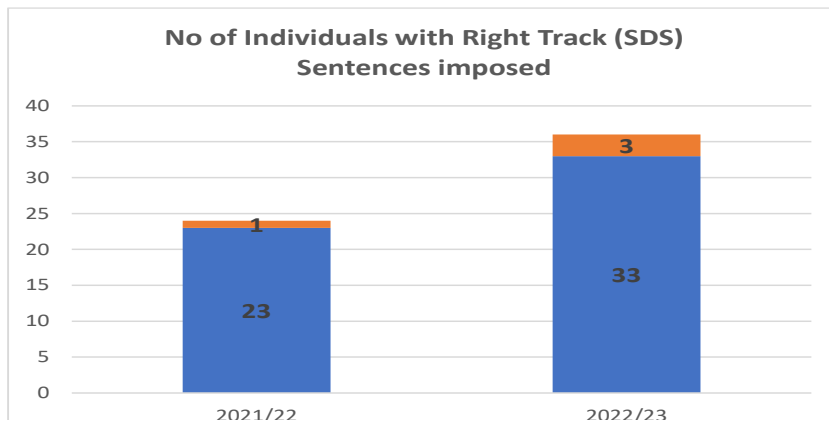
Some feedback about the service includes:

- ***“Bail Supervision provided me with structure, my appointments did not affect my employment, my Bail Officer seen me on a Monday evening which allowed me to continue working”.***
- ***“My Bail Officer reminded me of my appointments by text or calls, my memory was not good due to having a stroke. She speaks to my nurses and makes sure my appointments don’t class, she has come out to my house due to my mobility having been affected”.***
- **“A” was making poor decisions through consuming street valium, this compounded his ongoing mental health, he was moved out of the town center to help him refrain from making poor choices in relation to his associates. He started to attend his GP and is now receiving treatment for his mental health, which resulted in him completing his Bail Supervision Order, receiving a 12-month CPO.**
- **“B” was making very poor relationship choices which led to his offending, during his Bail Supervision order, he was referred to counselling, secured a new tenancy, and completed his Bail supervision Order. “B” is back working full time.**

Electronic Monitoring commenced in P&K in May 2022 complimenting Bail Supervision. Between May 2022 and 31 March 2023, Electronic Monitoring was imposed on one person and a further three assessments undertaken. Bail

supervision with EM is expected to increase with the implementation of the Bail and Release from Custody Bill.

The [Right Track](#) service (Structured Deferred Sentence) uses a trauma informed approach designed to stabilise the chaotic lives of the young people. The service supports an average of 25 to 27 young people at any given time. Numbers reduced during COVID-19 but have now returned to pre-pandemic levels. The support of a social worker 2.5 days per week has continued in addition to the full-time co-ordination of a Community Justice Assistant.

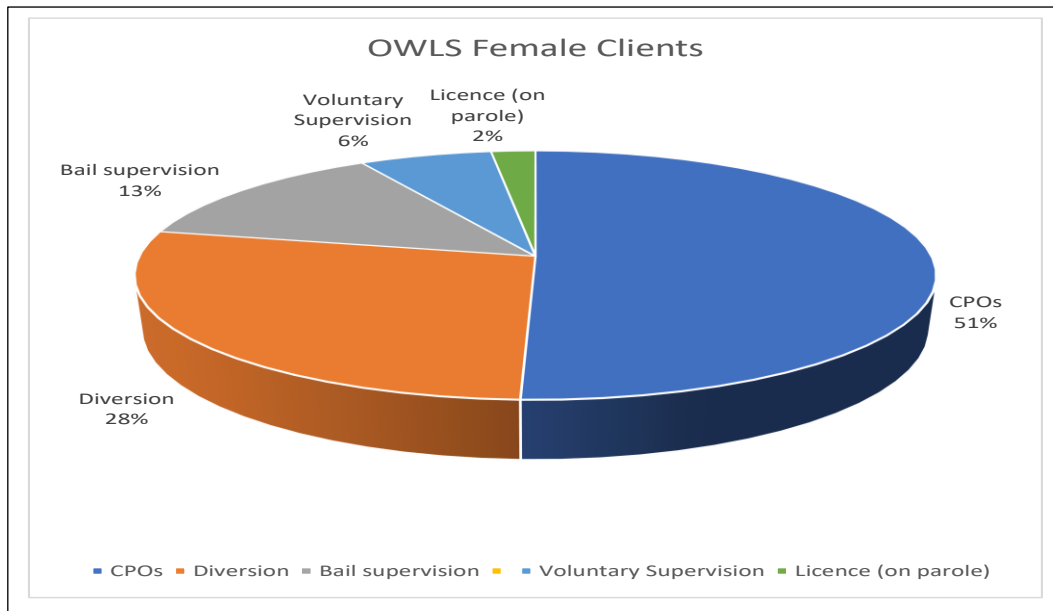


Examples of court outcomes during the reporting period include a further period on Right Track (18), admonished (9), Community Payback Order supervision (6), custodial sentence (2), monetary penalty (1).

Sheriffs from Perth Sheriff Court attended the Right Track Kabin in March 2023, to find out more about the project. The Sheriffs shared how valuable they find the Right Track project as a sentencing option and its effectiveness for young people undertaking practical outdoor tasks and learning new skills.

**One-Stop Women’s Learning Service (OWLS)** – Justice social work continue to work in collaboration with other services to offer women a safe space where they can access services, improve their mental health and address offending behaviour. This takes place in a trauma informed environment to help empower women in their life choices. Although OWLS was initially established to work with women on Community Payback Orders, it expanded over time to include those on a Throughcare Licence; Supervised Release Order; Bail Supervision; DfP; Voluntary Throughcare and women who occasionally need support after completing their statutory order. OWLS supported 99 women during the reporting period.





**Evolve** – The Evolve men’s project is currently considering the learning from the earlier pilot phase outlined in last year’s report and looking to find ways to expand into a resource that can be accessed by all male CJSW clients. The structures built around initial assessments including trauma screening, the compliance processes and completion reports are being refined so that they can be rolled out to every male on a CPO. The interventions that were designed are being expanded into a modular groupwork calendar which clients can be referred to as needed and will include core modules on subjects like problem solving and conflict resolution, interventions looking at addiction and healthy relationship skills. This programme will involve more staff from across the team thereby opening these interventions to a wider client range (10 men were supported by Evolve during the reporting period). Social groups are also being scheduled to help men develop interpersonal skills and make connections and positive use of their time.

As a part of Evolve, P&K took part in a pilot programme delivering trauma informed groupwork (Connecture) which is specifically designed for men in the Justice system. This programme was undergoing external evaluation at the time of writing.

The [Caledonian Programme](#) continues to be available in P&K to address domestic abuse. Domestic Violence Court Report requests increased from **52** in 2020-21, to **85** in 2021-22 and to **103** in 2022-23.

The completion of Domestic Violence Court Report requests was extended to those not Caledonian trained but trained in the use of the Spousal Assault Risk Assessment-Version 3 (SARA-v3) during 2021-22. Staff within the team not trained in SARA-v3 were put forward for training. Two members of staff became SARA trainers during 2022-23. Fourteen out of 15 social workers are now trained in SARA-V3. In addition, all suitable staff, not trained in the Caledonian system, were identified and put forward for screening assessment. Thirteen social workers and all three senior practitioners have now passed the Caledonian screening assessment, and all (bar 1 social worker) have also completed Case Manager training. The roll out of the above training has had multiple benefits – upskilling staff, increased team resilience and a shared understanding of the aims of case management between staff and other agencies.

Some staff at HMP Castle Huntly are also trained in providing Caledonian preparatory sessions with a view to these being completed prior to release. A pilot and subsequent

report was completed. Feedback is awaited from Scottish Prison Service regarding next steps.

**Specified Person Test of Change** - A two-year Test of Change commenced in January 2023, whereby two “Specified Workers” were employed by the CJSW and based within Integrated Drug and Alcohol Recovery Team (IDART). The workers assess a persons’ suitability for a Drug and Alcohol Treatment Requirement and work directly with those who are subject to such a requirement when it is imposed.

Initial engagement with the project appears positive, with the Court generally following recommendations to defer for assessment, and with 13 requirements being imposed under the new arrangements (between January and July 2023). This programme will hopefully allow for requirements only to be made where it is appropriate, which should lead to less breach proceedings, a smoother line of communication between CJSW and Drug and Alcohol services, and an easier pathway into treatment for clients.

**Access to Alcohol Services** - CJSW and Tayside Council on Alcohol have a long-standing partnership arrangement supporting the delivery of mentoring supports to men and women on Court Orders within P&K in relation to alcohol. The Partnership delivers a Mentoring approach to women within the OWLS Service and to males via the Perth mentoring for Men Service. Both mentoring services have one referral route, CJSW. The Mentoring interventions are delivered on a collaborative, person-centred basis which is formulated in a bespoke agreement/contract between the Mentor, Mentee and the Referrer, and a person-centred programme is developed and evolves with the person over time.

Mentoring can support engagement/ compliance with mandatory requirements and intervention. This will include both practical assistance and motivational support to enable the client to comply. As the relationship builds between the mentee and mentor the client will be supported to begin to identify some personal goals and aspirations. Mentors are expected to deliver on the following core elements:

- Support to participate actively in both mandatory and non-mandatory meetings - this will include adequate preparation, exploration and may include where needed an element of advocacy.
- Use of a pro-social modelling approach to actively work with clients to increase their motivation, discourage pro-criminal/ anti-social values and behaviour, re-enforce pro-social behaviour, support the maintenance of change and to provide a positive adult role model.
- Use of cognitive-behavioural approaches to making and sustaining behaviour change.
- Support the mentee to establish or re-establish appropriate constructive activities - used as both a diversionary measure and as a tool to build confidence and self-esteem.
- On-going monitoring/assessment of clients physical and mental health/ well-being and risk to self, others and of re-offending. In Perth & Kinross two key staff members have been trained in the use of Rickter Scale Assessment, one being based with the CJS teams. All volunteers and sessional staff working

with this client group have received training in assessing/ managing risk and risk of re-offending.

- Liaison with key agencies such as housing, benefits, health etc.
- Support to increase employability – support to access training & educational programmes, including basic literacy and numeracy skills and volunteering.
- Support with key social and independent living skills – these may be of a practical or emotional nature.

Those accessing the service reported having a mentor has helped them:

- Increasing their motivation / compliance,
- Reducing alcohol consumption,
- Reducing illicit drug use,
- Maintaining progress (linked to the two points above),
- Supporting them to sustain their accommodation,
- Enabling them to engage in education, training.
- Improvement in financial position.

TCA have also reported a range of positive outcomes for women offenders, persistent male offenders and young people, including:

- Engagement with substance use treatment services,
- Engagement with training/ education programmes,
- Moving into employment,
- Improved social skills,
- Engagement with positive leisure activities,
- Increased confidence and self-esteem.

During the reporting period **Drug Treatment and Testing Orders (DTTOs)** were limited to five within P&K at any one time. Concern identified by CJSW regarding the limited capacity potentially negatively impacting on DTTO recommendations being made to the court (recommendations based on known capacity as opposed to identified need) continued during the reporting period. Anecdotally, the limited capacity results in people who would be suitable for DTTO receiving CPO drug treatment requirement, supervision, or prison-based sentence in place of the DTTO. It is anticipated that any plans to increase capacity will increase suitability of disposal.

Consideration was given to extending the capacity to 10 during the previous reporting period (which would require NHS approval). However, this was put on hold pending the launch of the Specified Person Test of Change. The expansion of DTTO will be explored further during 2023-24.

The **Unpaid Work Team** continued to explore opportunities to develop partnerships to promote outcomes. Planning took place between Unpaid Work Team and HMP Perth, to support a Men's Shed in HMP Perth making benches etc with the Unpaid Work Team supporting the delivery and installation. Full details of Unpaid Work activity during 2022-23 will be available in the Community Payback Order Annual Report.

A new national report format called **Throughcare Assessment on Release on Licence (TARL)** was introduced in November 2022. TARL is a co-produced throughcare report between community and PBSW for people being considered for release by the Parole Board. The P&K CJSW Service Manager was one of the national development leads.

**Prison Based Social Work (PBSW)** at Castle Huntly introduced a Drop-In session (December 2022) for prisoners to raise any issues of concern. This new initiative aimed to offer support and advice to prisoners in a more informal setting whilst building relationships with the PBSW team.

**Level of Service/Case Management Inventory (LS/CMI)** - In March 2022, Scottish Government, Community Justice Division notified stakeholders about risk and scoring issues with the Level of Service/Case Management Inventory (LS/CMI) IT system. In certain circumstances the final risk need level was inaccurate. Use of the IT system was suspended, and workers were required to undertake the LS/CMI assessment as a paper-based exercise (a system in place to the assessment going online in 2010) and the forms were made available, as well as electronic copies which workers could complete and score manually. It was hoped to be a short-term temporary measure whilst the cause of the issues was investigated and rectified. However, the original IT firm responsible for the maintenance and upgrade of LS/CMI had to be replaced by a new company, Bridgeall in the summer of 2022.

In March 2023 the first phase of returning the system to use was implemented with the ability to complete the initial assessment on the system reinstated. It is expected that the full 1-8 assessment will be reinstated in the summer of 2023.

The impact on staff of doing paper-based assessments was that it became a more time consuming and challenging process. The challenges were: finding the electronic forms and referring to guidance to fill them in which is automatically available on the LSMI electronic system. A further issue was storing the paper-based assessments whether they were actual paper or electronic. The issue of what assessments will be uploaded on to the system and how this will be done is a further consideration still requiring clarification.

The Public Protection Team continued to develop **Trauma Informed / Responsive Practice** following the Epione Training staff received during the last reporting period.



Work took place to make meeting rooms at St Martin's House more trauma informed. The unpaid work team decorated the office spaces and built furniture. Work will continue in 2023-24 to develop further Trauma Informed spaces at Westbank (where the unpaid work team and Right Track services are delivered).

Training opportunities are being explored for PBSW staff at HMP Perth and Castle Huntly, and the teams are working with the Scottish Prison Service to develop Trauma Informed interview facilities within these establishments.

Whilst Community Justice Scotland did not require the Partnership to provide statistical data in this year’s annual return, some data has been provided in order to provide professionals and member of public reading this report with some context. Although it is not possible to draw conclusions between the work of the Community Justice and Safety Partnership during 2022-23 and trends within the national data (on the basis that the national data available only goes up to the 2020-21 (the height of COVID-19), it is anticipated that over time we will start to see people routed out of the justice journey at an earlier stage, with custodial sentences used when no other alternative exists (based on improvement activity and legislation, such as the Bail and Release Bill as it progresses through parliament).

Crimes and offences (per 10,000 population) broken down to Local Authority Area level, highlight a reduction in crimes over the past 10 years in Scotland generally with the crime rates within the P&K area being lower than the national average. (Scottish Government: Recorded Crime in Scotland 2022-23)

|                 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 |
|-----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| <b>Scotland</b> | 622     | 591     | 570     | 552     | 561     | 562     | 559     | 548     | 523     | 528     |
| <b>P&amp;K</b>  | 428     | 413     | 411     | 366     | 349     | 336     | 358     | 390     | 382     | 384     |

(Scottish Government: Recorded Crime in Scotland 2022-23, per 10,000 of the population)

Scottish Government (SG) data ([Criminal Proceedings within Scotland 2020-21: Postcodes](#)) was utilised to examine number of Police Recorded Warnings, fiscal measures, supervised bail, community sentences (including CPOs, DTTOs and RLOs), and use of custodial sentences and remand. Data was not available for 2021-22 onwards at the time of writing.

Please note: As per SG, *all statistics presented in the following tables are currently classed as ‘experimental’.... Liable to revision as the data sources and methods used to produce them are developed.*

Police Disposals

|                                         | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 |
|-----------------------------------------|---------|---------|---------|---------|---------|---------|---------|
| <b>Police Warnings</b>                  | 213     | 229     | 297     | 220     | 218     | *       | *       |
| <b>Anti-Social Fixed Penalty Notice</b> | 292     | 209     | 156     | 79      | 14      | *       | *       |

Crown Office Procurator Fiscal Service (COPFS) Disposals

|                        | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 |
|------------------------|---------|---------|---------|---------|---------|---------|---------|
| <b>Fiscal measures</b> | 537     | 590     | 443     | 541     | 637     | *       | *       |
| <b>Fiscal Fines</b>    | 329     | 393     | 217     | 243     | 224     | *       | *       |

|                               |     |     |     |     |     |   |   |
|-------------------------------|-----|-----|-----|-----|-----|---|---|
| <b>Fiscal Compensation</b>    | 13  | 27  | 10  | 15  | 37  | * | * |
| <b>Fiscal Fixed Penalties</b> | 142 | 127 | 150 | 211 | 339 | * | * |
| <b>Fiscal Combined Fines</b>  | 52  | 42  | 66  | 72  | 73  | * | * |

### Number of convictions

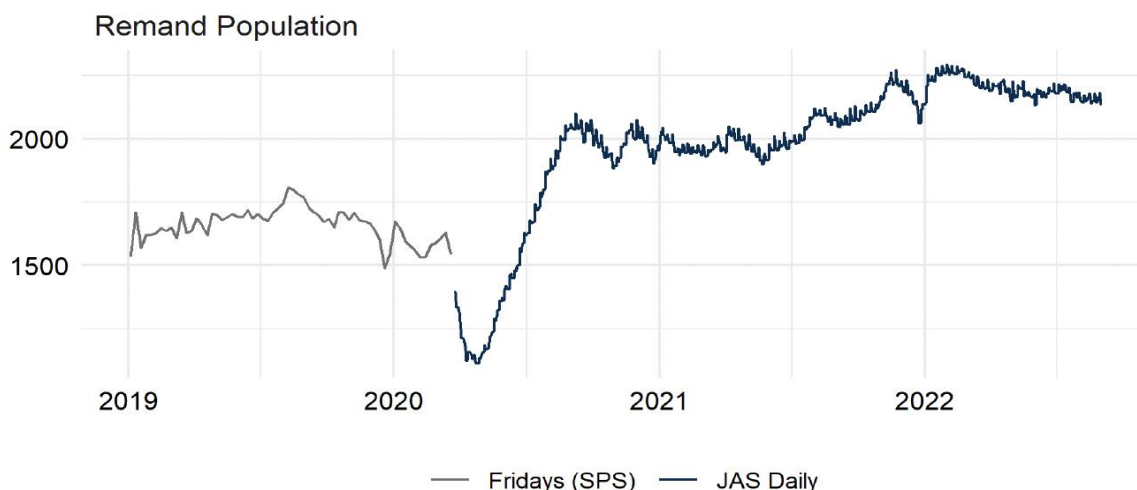
|                              | <b>2016-17</b> | <b>2017-18</b> | <b>2018-19</b> | <b>2019-20</b> | <b>2020-21</b> | <b>2021-22</b> | <b>2022-23</b> |
|------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>Number of convictions</b> | 1540           | 1429           | 1393           | 1530           | 768            | *              | *              |
| <b>Custodial sentences</b>   | 260<br>(17%)   | 246<br>(17%)   | 260<br>(18%)   | 262<br>(17%)   | 171<br>(22%)   | *              | *              |
| <b>Community Sentences</b>   | 354<br>(23%)   | 330<br>(23%)   | 280<br>(20%)   | 301<br>(20%)   | 124<br>(16%)   | *              | *              |
| <b>Financial Penalty</b>     | 785<br>(51%)   | 712<br>(50%)   | 717<br>(51%)   | 811<br>(58%)   | 392<br>(51%)   | *              | *              |
| <b>Other</b>                 | 141<br>(9%)    | 141<br>(10%)   | 136<br>(10%)   | 156<br>(10%)   | 81<br>(11%)    | *              | *              |

### Custodial sentences

|                               | <b>2016-17</b> | <b>2017-18</b> | <b>2018-19</b> | <b>2019-20</b> | <b>2020-21</b> | <b>2021-22</b> | <b>2022-23</b> |
|-------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>Between 0 and 6 months</b> | 181            | 164            | 160            | 154            | 121            | *              | *              |
| <b>6 months to 1 year</b>     | 59             | 63             | 53             | 56             | 24             | *              | *              |
| <b>1 and 2 years</b>          | 18             | 30             | 29             | 27             | 17             | *              | *              |

\*Scottish Government Data Not Available

In relation to remand, the remand population initially fell and the outset of COVID-19 but rose sharply during 2020 and had remained high during the 2021 and 2022 reporting period. The following chart provide remand population data for Scotland (Justice Analytical Services - safer communities and justice statistics monthly data report: September 2022 edition).



### **NATIONAL OUTCOME FIVE**

**Life chances are improved through needs, including health, financial inclusion, housing and safety, being addressed.**

### **NATIONAL OUTCOME SIX**

**People develop positive relationships and more opportunities to participate and contribute through education, employment and leisure activities.**

### **NATIONAL OUTCOME SEVEN**

**Individuals' resilience and capacity for change and self-management are enhanced.**

**Have regard to the following indicator:**

- Individuals have made progress against the outcome

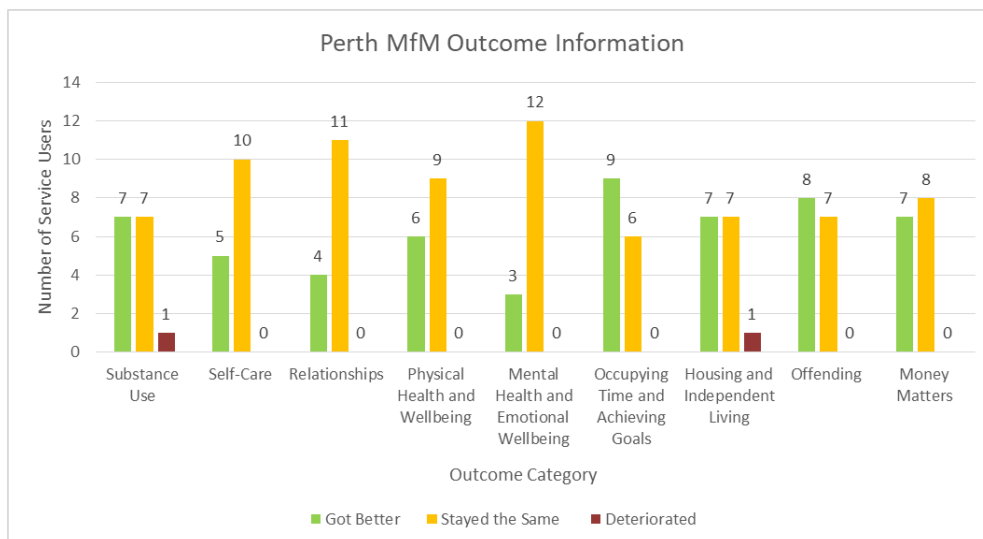
### **9) What mechanisms and arrangements enable your area to understand progress for people against these outcomes?**

As outlined under National Outcome Three, the P&K Community Justice and Safety Partnership work creatively to provide opportunities for people on the justice journey to engage with support services. A range of tools are used across services/organisations including SHANARRI (Safe, Health, Achieving, Nurtured, Active, Respected, Responsible, Included) wheel, Justice Star, locally developed wellbeing wheel (developed by Justice Social Work), surveys (various) and case studies for measuring outcomes and impact. As a variety of tools are used it is not possible to aggregate outcome and impact data at a Partnership level.

The following is an example provided by Tayside Council on Alcohol regarding the outcome and impact data they collect. The project uses a logic model which sets out short-, medium- and long-term outcomes. The short-term and medium-term outcomes are regarded as proxy measures towards the longer-term goals of reducing reoffending and increased integration. These outcomes are gathered

utilising individual outcome forms. They are completed at initial baseline assessment then on a quarterly basis by workers and in direct, or indirect, discussion with the individual they pertain to. This not only allows for valuable and balanced input from both parties, measuring impact in this manner has also proven useful in supporting the individual to reflect on the journey they have been on since entering the service. Individual outcome forms utilised have a three-point ordinal scale (Got better, Stayed the same, Deteriorated) which quantifies where the individual is situated in each outcome area, the outcome data is further evidenced by mentor commentary. That is to suggest that this commentary provides further context and reasoning for where an individual has improved, remained the same or deteriorated in relation to the overall outcome area. The level of engagement an individual has had with the service is also accounted for through a numerical 1 – 4 scale with 4 being highly engaged and 1 being not engaged. In noting engagement levels, the correlation between areas of improvement and level of engagement can be identified, which in turn assists in establishing the impact mentoring intervention has had.

### Mentoring for Men

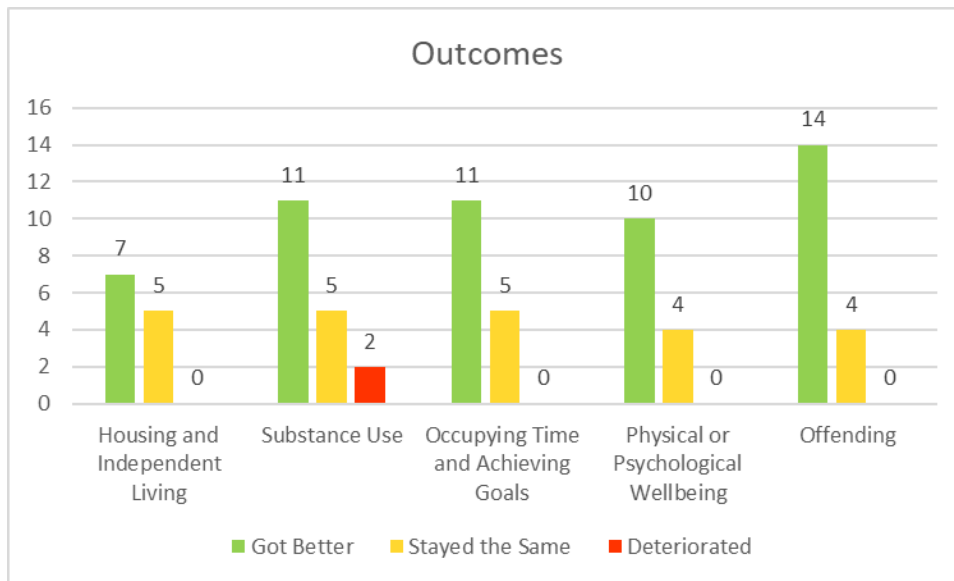


All the mentees were offered face-to-face meetings. Substance use has become more common problem amongst mentees. Extra mentors were introduced to the service to offer cover for the Perth Mentoring for Men Service. The Mentors have been involved heavily in signposting to other agencies.

As can be viewed there has been some good progress made by mentees where they have either improved their situation or have maintained positive outcomes during the reporting period. It is recognised that where mentees have 'stayed the same', this can be viewed negatively in that it may display an unwillingness to progress. It is also quite typical for some outcome areas to improve more quickly than others. That is to suggest that some outcome areas may require immediate attention and will be prioritised in agreement with the individual, mentor and referrer.



## Mentoring for Women



**10) If available, provide one or more supporting case studies, lived experience narrative or other information to demonstrate activity and impact relating to the objectives reflected by person-centred outcomes 5, 6 and 7.**

### **Case Study – D - Mentoring for Men (Tayside Council on Alcohol)**

D was referred into mentoring for men on a voluntarily basis. D was referred due to mental health and social isolation presenting as a problem. At the initial session boundaries were implemented around setting weekly appointments and the importance of engaging and attending these appointments which were for D's benefit.

When D was referred, he was using cannabis and crack cocaine on top of methadone daily, he used this as a coping mechanism due to being diagnosed with early stages of lung cancer and his mood was chaotic. D struggled to attend hospital appointments regarding his treatment and found this challenging. However, with support from mentoring and encouragement from his bail supervisor D attended his appointments and engaged with his drug worker. D was supported to attend the Lighthouse for his mental health and has since been prescribed medication by his GP to support his mental health and mood.

D now finds his mental health/mood more manageable/less variable with the medication. D has stopped using crack cocaine with support from his drug worker, he attends weekly appointments with IDART and has reduced his methadone with a goal to come off methadone entirely.

D used to live in a hostel and was heavily influenced by peers around him but has since been supported by mentoring with a housing application and is now housed in his own accommodation out with the city centre which largely benefits him due to staying away from certain peers.

Current support for D involves looking at change and ways he can be supported with adapting to his new accommodation and continuing to educate him on the importance

of staying away from people or places he feels vulnerable or heavily influenced. Support will continue for D in relation to his confidence to attend hospital appointments. D will also continue to be supported in boosting his confidence in attending his hospital appointments.

### **Case Study – R – Mentoring for Men (Tayside Council on Alcohol)**

R was referred to Perth Mentoring for Men to focus on reduction of his alcohol use and to support him during appointments as R had a long history of not engaging with services due to high levels of anxiety. Plus, there was also a risk of losing his tenancy due to not keeping the property tidy and/or safe and secure. Another issue was very poor standards of personal hygiene and nutrition.

The TCA Mentor started off offering practical support in relation to transportation and attending court dates. R opened up during the time spent in a car and that was one of the factors that contributed to his decision to work on his dental health and standard of his living conditions.

R worked with his Mentor in partnership with Social Flock, a local third sector organisation, and was provided with clean clothing. The practical support also included supporting R on de-cluttering his flat and moving bin bags to the recycling centre.

R had severe dental problem and had abscesses that caused him constant pain; however, the mentoring relationship had reached the point where R felt comfortable to be supported to attend dental appointments.

What is unique about R's case is the mentor's decision to have a very open and flexible approach with R. The Mentor took into consideration R's preferred ways of communication (email) and his individual pace for achieving goals. The frequency of meetings was not structured in terms of specific days and times, and this turned out to be a successful approach for R.

### **Case Study – X – Hillcrest Futures**

X was drinking heavily at weekends resulting in accidents, loss of memory and police involvement. X's mental health was declining, and X was also experiencing family issues at home.

Hillcrest Futures supported X with alcohol awareness sessions, coping skills and management sessions, stress management and undertaking smart goals worksheets. X was also referred to the community mental health team.

X no longer binges on weekends and feels he can enjoy a small amount of alcohol outside the house without the need to continue at home. X is enjoying a better relationship with family and is receiving support with his mental health. X is experiencing improved physical health and is no longer experiencing physical harm to self through falls. X is not having further incidents with the Police.

### **Case Study – Z – Hillcrest Futures**

Z had abstained from drugs and alcohol but struggling with staying abstinent. Z was reporting family issues and stress. Z had previously been drinking and using cocaine daily after work.

Hillcrest Futures undertook relapse prevention work with Z, a feelings diary to be more aware of how she is feeling during the day, a trigger worksheet and management and a change plan worksheet.

Z was able to begin being assertive when she needed to be with family. She took medication to assist with abstaining from alcohol. Z learned new coping skills, including going for a run each evening after work. Z was able to understand early warning signs of a lapse/relapse and reach out for help should she need it. Z has experienced a lapse since working with organisation but was able to reach out for help and has since been abstinent for 4 months. Z is now studying at night school to support career progression. She has also joined a knitting group to gain a skill and have social interaction.

### **Case Study B – OWLS**

B was sentenced to a Community Payback Order comprising an Offender Supervision Requirement and a Conduct Requirement to work with OWLS. B had experienced significant trauma in a previous relationship. This alongside poor mental health and substance use had contributed to B's offending behaviour. B was living with her partner, children and was pregnant. B was initially unhappy regarding social work involvement. She had previous negative experiences of services; she was distrustful of professionals.

Work took place to develop a relationship with B – weekly appointments established around B's childcare commitments and home visits when required. Work was undertaken to help B to feel safe and support arranged from Perthshire Women's Aid and RASAC. B was supported to develop trust in the multi-agency organisations supporting her (she was initially distrustful that the professionals involved would follow through on actions). Tasks were agreed such as preparing the home for the baby's arrival, ensuring financial security (in receipt of receiving everything they were entitled too), accessing support to mental health services, abstaining from substances. Opportunities were provided to create new habits including knitting. B worked with the team leader of OWLS in a session regarding her mental health to try and develop better understanding of her diagnosis. B had her baby – the professionals involved took it in turns to visit, communicating clearly who was visiting and when, so that the family were not overwhelmed.

The Perinatal Mental Health team became more involved to support B with her mental health. Referrals were made to Tayside Council on Alcohol for counselling. Despite the support, B's mental health deteriorated following the birth. The

professionals involved communicated effectively and quickly and were able to get B a place in a mother and baby unit where intensive support was provided. Community support resumed on return to the community, B was supported with her mental health, encouraged to use her medication and coping strategies appropriately and B's mental health improved. B was supported in getting a diagnosis of ADHD, and she was supported to attend ADHD services.

Over time, B grew confident in the multi-agency support and developed a positive relationship with the professionals involved. B's situation stabilised so much, that she does not require multi agency support at the intensity she once did. The gradual withdrawal of such supports was initially unnerving for B; however, B is aware of how to access support now, she is open to accessing support and will proactively do so as required. B is in such a positive place now – she has signed up for a local bike programme, she is in the process of applying for open university and is actively attends support sessions at OWLS.

### **Case Study – S - One-Stop Women's Learning Service**

When I began working with S, I had not long gone through my Trauma training. I utilised the techniques to assist S to open up and explore the reasons she was not engaging with services. With a fuller understanding of S's anxieties, I was able to contact the relevant support services and put arrangements in place making it easier for S to access the services. These arrangements made it possible for S to begin accessing the services and engage with supports independently.

### **11) Look ahead with the new National Strategy, Community Justice Performance Framework and Community Justice Improvement Tool. Please tell us what the next steps are for your partnership in light of these significant developments.**

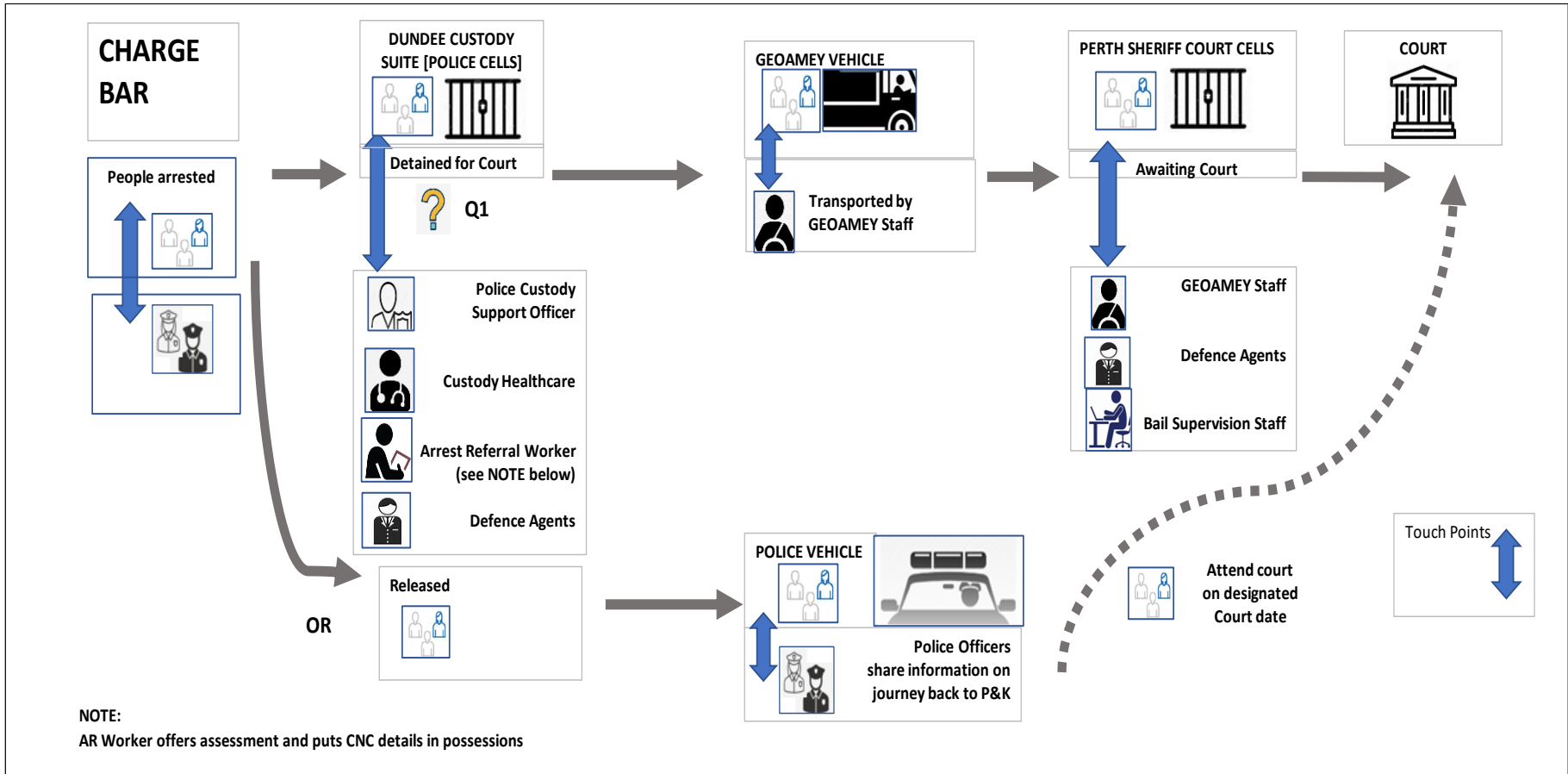
Much of the partnership's work over the past 12 months has been focussing our activity on the national direction of travel outlined in the Vision for Justice and the National Strategy for Community Justice. The Partnership opted to take an iterative approach to planning given the ongoing impact of the COVID-19 pandemic on the justice system and the impact on data.

Our next steps are outlined in our new [CJOIP](#) which was launched on 30 June 2023. The plan is an ambitious one which will be achievable providing Scottish Government funding continues and other national/local priorities do not supersede the programme of activity.

**Community Justice Outcome Activity Across Scotland  
Local Area Annual Return Template 2022-23**

**Appendix One – Arrest Referral Flowchart**

**(1) Service offer Custody Arrest Referral Service Offer - 1 July 2022 to 30 June 2023**

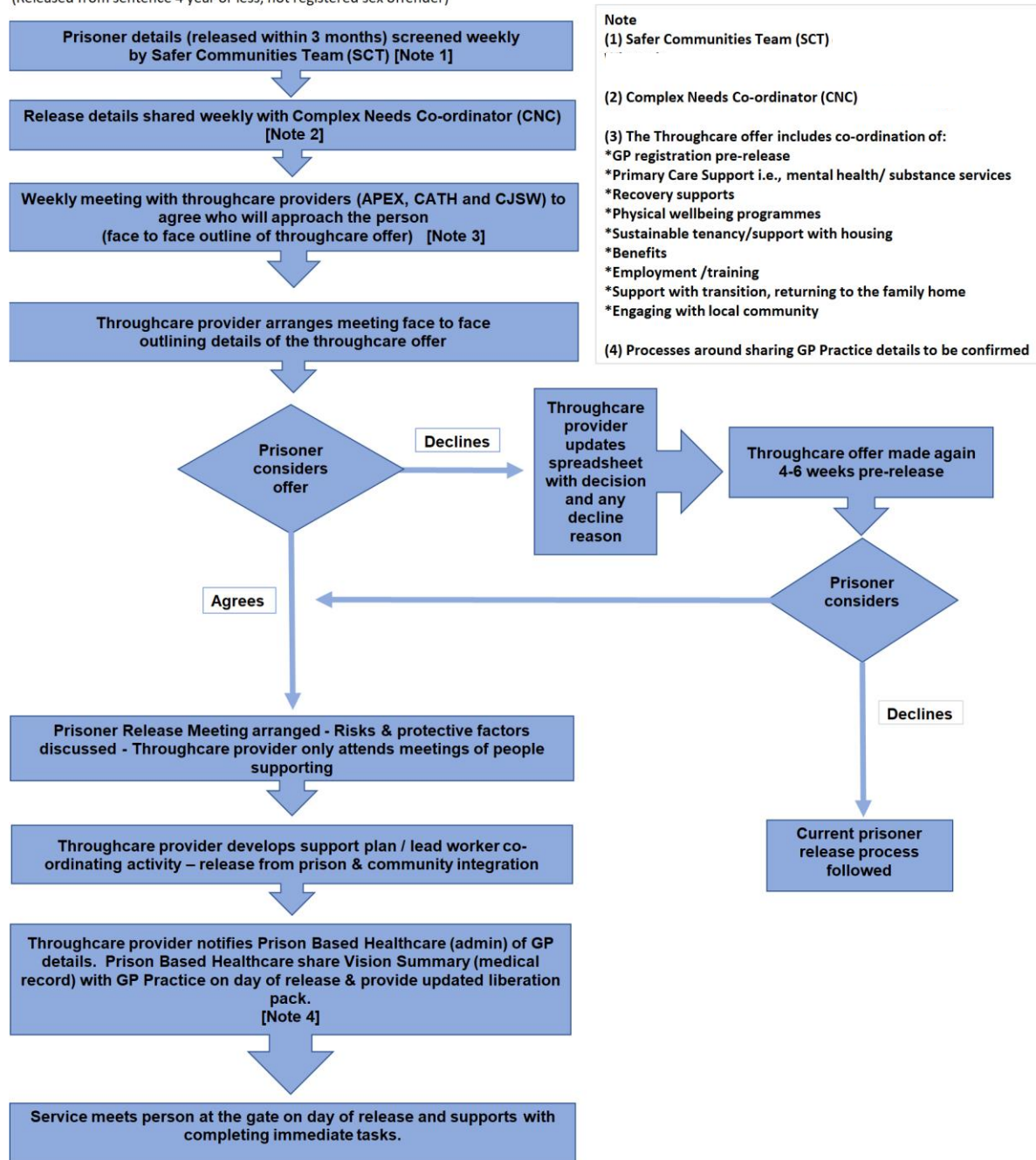


# Community Justice Outcome Activity Across Scotland Local Area Annual Return Template 2022-23

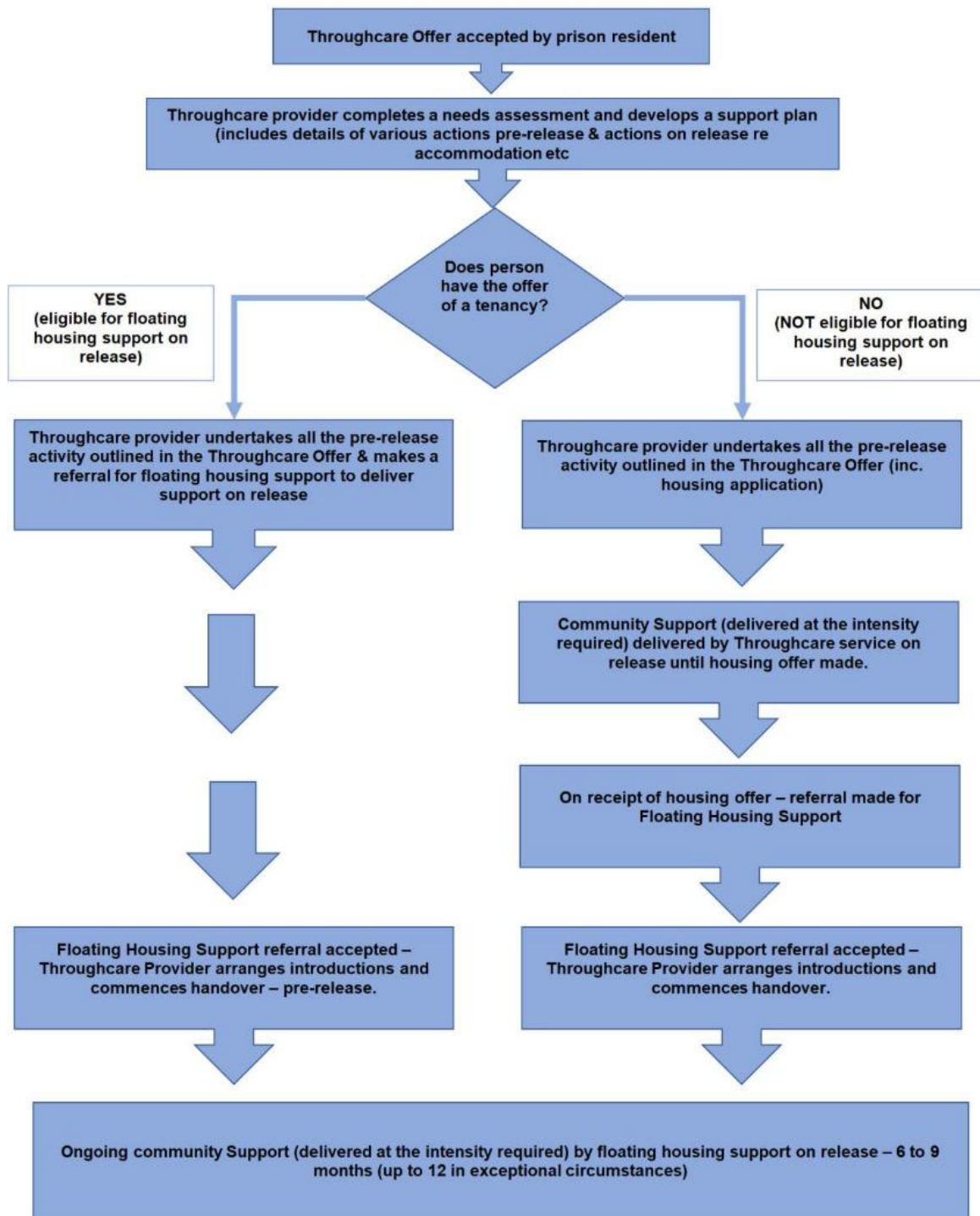
## Appendix Two: Voluntary Throughcare Flowchart

### Voluntary Throughcare Flowchart - Prison

(Released from sentence 4 year or less, not registered sex offender)



**Voluntary Throughcare Flowchart - Floating Housing Support Pathway**







## Glossary of Terms

|          |                                                                             |
|----------|-----------------------------------------------------------------------------|
| ADHD     | Attention Deficit Hyperactivity Disorder                                    |
| CATH     | Churches Action for The Homeless                                            |
| CJOIP    | Community Justice Outcomes Improvement Plan                                 |
| CJP      | Community Justice Partnership                                               |
| CJS      | Community Justice Scotland                                                  |
| CJSW     | Criminal Justice Social Work                                                |
| CNC      | Complex Needs Co-ordinator                                                  |
| COPFS    | Crown Office and Procurator Fiscal Service                                  |
| CPO      | Community Payback Order                                                     |
| CPP      | Community Planning Partnership                                              |
| DfP      | Diversion from Prosecution                                                  |
| DTTO     | Drug Treatment and Testing Order                                            |
| ES       | Equally Safe                                                                |
| GDPR     | General Data Protection Regulation                                          |
| GP       | General Practitioner                                                        |
| HMP      | Her Majesty's Prison                                                        |
| IDART    | Integrated Drug Alcohol and Recovery Team                                   |
| LDP      | Local Delivery Plan                                                         |
| LS/CMI   | Level of Service/Case Management Inventory                                  |
| MAPPA    | Multi Agency Public Protection Arrangements                                 |
| MS Teams | Microsoft Teams                                                             |
| NHS      | National Health Service                                                     |
| OPIF     | Outcomes Performance Improvement Framework                                  |
| OWLS     | One-stop Women's Learning Service                                           |
| PBSW     | Prison Based Social Work                                                    |
| PKCJ&SP  | Perth and Kinross Community Justice and Safety Partnership                  |
| P&K      | Perth and Kinross                                                           |
| RASAC    | Rape and Sexual Abuse Centre                                                |
| RLO      | Restriction of Liberty Order                                                |
| SARA-v3  | Spousal Assault Risk Assessment-Version 3                                   |
| SDS      | Skills Development Scotland                                                 |
| SHANARRI | Safe, Health, Achieving, Nurtured, Active, Respected, Responsible, Included |
| SCR      | Significant Case Review                                                     |
| SCT      | Safer Communities Team                                                      |
| SG       | Scottish Government                                                         |
| SHORE    | Sustainable Housing on Release for Everyone                                 |
| SNSA     | Strategic Needs and Strengths Assessment                                    |
| SPS      | Scottish Prison Service                                                     |
| TARL     | Throughcare Assessment on Release on Licence                                |
| TCA      | Tayside Council on Alcohol                                                  |



## 2.1 Perth And Kinross Council

### Housing And Social Wellbeing Committee

24 January 2024

#### TAYSIDE MAPPA ANNUAL REPORT 2022-23

##### Report by Executive Director (Education and Children's Services)

(Report No. 24/26)

### 1. PURPOSE

- 1.1 This report introduces the Tayside Multi-Agency Public Protection Arrangements (MAPPA) Annual Report for 2022-23.

### 2. RECOMMENDATIONS

- 2.1 It is recommended that the Committee:
- Notes and endorses the Tayside MAPPA Annual Report 2022-23 (Appendix 1); and
  - Requests that the Executive Director (Education and Children's Services) brings forward future Annual Reports to Committee.

### 3. STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:

- Section 4: Background
- Section 5: MAPPA Annual Report 2022-23
- Section 6: Conclusion
- Appendices

### 4. BACKGROUND

- 4.1 [The Management of Offenders etc. \(Scotland\) Act 2005](#) introduced a statutory duty on Responsible Authorities (local authorities, Scottish Prison Service (SPS), Police Scotland and health boards) to establish joint arrangements for the assessment and management of the risk posed by certain offenders who constitute a risk of harm to the public. The Responsible Authorities are required to keep these arrangements under review and publish an annual report.
- 4.2 The development of MAPPA in 2007 introduced a consistent approach to the management of certain high-risk offenders, which includes Registered Sex Offenders (RSO); Restricted Patients (RPs) since 2008 and Category 3 offenders (violent) since 2016. The principal purpose of MAPPA is to secure public safety and reduce serious harm.
- 4.3 MAPPA is supported by the Violent and Sex Offender Register (ViSOR) which is a national IT system. The main function of which is to facilitate inter-agency

communication and ensure that the Responsible Authorities contribute, share and store critical information for the management of MAPPA offenders.

- 4.4 Local MAPPA activity is overseen by the Tayside Strategic Oversight Group (SOG). The SOG not only provides oversight, but leadership, in respect of policy and procedures, thereby ensuring robust governance, performance monitoring and quality assurance. The Tayside SOG traditionally met quarterly, however, given the restrictions of the Covid pandemic, meetings have been every six weeks. This has allowed for close monitoring and information sharing of a continually evolving situation while ensuring statutory duties and functions were met in the monitoring and management of offenders.
- 4.5 The Tayside MAPPA SOG members are also represented on their respective local public protection groups. In Perth and Kinross, this includes the Protecting People Co-ordinating Group (PPCG) and Chief Officers Group (COG). This ensures that there is a clear strategic link to both the MAPPA Co-ordinator and the Independent Chair of the SOG.

## **5. MAPPA ANNUAL REPORT 2022-23**

- 5.1 The MAPPA Annual Report 2022-23 covers the period from 1 April 2022 to 31 March 2023. As of 31 March 2023, there were 401 MAPPA registered sex offenders in Tayside, of which, 127 were resident in Perth and Kinross. Of this cohort, just over one third were jointly managed by Justice Social Work (JSW) and Police Scotland. The remainder were Police Scotland managed cases; however, this did not preclude involvement from JSW who still attend the review meetings for these offenders and provide valuable input to their ongoing management.
- 5.2 In this reporting period, there was an increase of 17 newly convicted offenders in each area. This is attributed to the Courts management of the backlog of cases during the Covid pandemic. There have also been 22 offenders convicted in Perth and Kinross during this reporting period which is offset against a reduction of 33 cases due to offenders either completing their MAPPA terms or being deceased.
- 5.3 The case study highlighted in the MAPPA Annual Report 2022-23 illustrates the collaboration and partnership working which is an integral part of everyday practice in the MAPPA process. This is balanced alongside managing the health and social care needs of the offender, relative to their risk of re-offending and is an aspect which is becoming more prevalent and complex both in custody and in the community.
- 5.4 The ongoing work of the SOG has included a review of the Tayside MAPPA SOG Strategic Plan 2020-23. As part of this work, there has been a review of Environmental Risk Assessments (ERAs) and the implementation of a performance monitoring system which is reported quarterly to the SOG for scrutiny. A Tayside communication plan has also been developed, is now in place, and is based on national strategy.

In addition, the SOG Chair and Co-ordinator have maintained their strong links with their national groups and are cognisant of national developments. Of particular note is the intended replacement of ViSOR with MAPPS (Multi Agency Public Protection System) which is planned to take place by 2026 and is a topic of ongoing review and discussion at the SOG.

- 5.5 The new Tayside MAPPA SOG Strategic Plan for 2023-26 has also been developed and includes a focus on guidance and training, not only for staff involved in the MAPPA process, but communities and wider services beyond justice. There is also renewed attention on audits and self-evaluation which follows the revision in March 2022 of the [Scottish Government MAPPA National Guidance 2022](#).

The revised guidance came about following the serious case review on Prisoner Z which resulted in changes to some of the MAPPA functions, eg, the management of people who are in the prison system. The revisions in the guidance will be incorporated into the programme of scrutiny and will help to inform local MAPPA practice and strengthen the links with public protection groups.

## **6. CONCLUSION**

- 6.1 The management of risk within the community presents many challenges and impacts on a number of agencies across organisational boundaries, and most importantly, communities themselves. While it is not possible to entirely eliminate risk, the agencies within Tayside have continued to work collaboratively and in partnership to manage those individuals subject to MAPPA and who may present a significant risk to the public.
- 6.2 This reporting year has seen a return to 'business as usual' following the Covid pandemic, albeit retaining some of the operational changes which were adopted during that period. While operational service delivery remained constant during the previous few years, this impacted on strategic areas and the resulting need to carry forward some aspects of the Strategic Plan 2020-23 to the newly developed plan for 2023-26. The plan highlights a renewed focus on staff and public engagement with the aim of developing a greater awareness and understanding of MAPPA, its evolution, its relation to other aspects of public protection and including the impact on communities.

**Author**

| <b>Name</b>     | <b>Designation</b>                                          | <b>Contact Details</b>                                                                 |
|-----------------|-------------------------------------------------------------|----------------------------------------------------------------------------------------|
| Nicola Rogerson | Service Manager,<br>Criminal Justice Social<br>Work Service | <a href="mailto:ECSCcommittee@pkc.gov.uk">ECSCcommittee@pkc.gov.uk</a><br>01738 475000 |

**Approved**

| <b>Name</b>   | <b>Designation</b>                                           | <b>Date</b>      |
|---------------|--------------------------------------------------------------|------------------|
| Sheena Devlin | Executive Director<br>(Education and Children's<br>Services) | 14 December 2023 |

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You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes/None</b> |
|-----------------------------------------------------|-----------------|
| Community Plan/Single Outcome Agreement             | <b>Yes</b>      |
| Corporate Plan                                      | <b>Yes</b>      |
| <b>Resource Implications</b>                        |                 |
| Financial                                           | <b>N/A</b>      |
| Workforce                                           | <b>N/A</b>      |
| Asset Management (land, property, IST)              | <b>N/A</b>      |
| <b>Assessments</b>                                  |                 |
| Equality Impact Assessment                          | <b>N/A</b>      |
| Strategic Environmental Assessment                  | <b>N/A</b>      |
| Sustainability (community, economic, environmental) | <b>N/A</b>      |
| Legal and Governance                                | <b>N/A</b>      |
| Risk                                                | <b>N/A</b>      |
| <b>Consultation</b>                                 |                 |
| Internal                                            | <b>N/A</b>      |
| External                                            | <b>Yes</b>      |
| <b>Communication</b>                                |                 |
| Communications Plan                                 | <b>N/A</b>      |

### 1. Strategic Implications

#### Community Plan/Single Outcome Agreement

- 1.1 This section sets out how the proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement in terms of the following priorities:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (v) Creating a safe and sustainable place for future generations.

This report relates to Objective No. (v).

#### Corporate Plan

- 1.2 This section sets out how the proposals relate to the achievement of the Council's Corporate Plan Objectives:
- (i) Giving every child the best start in life;
  - (ii) Developing educated, responsible and informed citizens;
  - (iii) Promoting a prosperous, inclusive and sustainable economy;
  - (iv) Supporting people to lead independent, healthy and active lives; and
  - (v) Creating a safe and sustainable place for future generations.

This report relates to Objective No. (v).

1.3 The report also links to the Education & Children's Services Vision, Values and Priorities in respect of the following key Priority area:

- Safe and Protected

## 2. Resource Implications

### Financial

2.1 There are no financial implications arising from this report.

### Workforce

2.2 There are no workforce issues arising from this report.

### Asset Management (land, property, IT)

2.3 There are no asset management issues arising from this report.

## 3. Assessments

### Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.1.1 The proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

- (i) Assessed as **not relevant** for the purposes of EqIA.

### Strategic Environmental Assessment

3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.2.1 However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions. adopt or agree to an action or to set the framework for future decisions.



### Sustainability

3.3 Under the provisions of the Local Government in Scotland Act 2003, the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:

- In the way best calculated to delivery of the Act's emissions reduction targets.
- In the way best calculated to deliver any statutory adaption programmes.
- In a way that it considers most sustainable.

3.3.1 There are no sustainability issues in respect of this report.

### Legal and Governance

3.4 This report contains no issues which would have a legal or governance impact on the Council.

3.5 There are no implications for the Council's Scheme of Administration in this report.

### Risk

3.6 There are no issues of risk arising from the proposals in this report.

## **4. Consultation**

### Internal

4.1 The Senior Management Team in Education and Childrens Services have approved this report.

### External

4.2 The Tayside MAPPA Strategic Oversight Group have approved this report.

## **5. Communication**

5.1 Not relevant to this report.

## **2. BACKGROUND PAPERS**

2.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing this report.

## **3. APPENDICES**

3.1 Appendix 1 – Tayside MAPPA Annual Report 2022-23





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# Annual Report

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# 2022-2023





## INTRODUCTION

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I am pleased to introduce the Tayside Multi-agency Public Protection Arrangements (MAPPA) Strategic Oversight Group (SOG) annual report covering the year from 1st April 2022 to 31st March 2023.

For the purposes of MAPPA Scotland has 10 regional SOG areas, whose membership includes senior representatives from the local Responsible Authorities. The SOG is required to monitor the operation of MAPPA, making changes to improve effectiveness where required. As well as providing local leadership, the SOG is responsible for performance monitoring and quality assurance of MAPPA, and for the co-ordination and submission of the annual report for their respective area. Tayside MAPPA SOG brings together the Responsible Authorities from Dundee City, Angus and Perth and Kinross Councils, NHS Tayside, Police Scotland and the Scottish Prison Service.

During the reporting year the Tayside SOG has largely continued to meet on a virtual basis using video conferencing with one 'in person' meeting in March 2023. Virtual meetings will continue to be used in the coming year with opportunities for 'in person' meetings. This new way of working which we adopted due to necessity during the pandemic has proven to be efficient eradicating travel time and maximising members availability for other duties. That said there is no doubt that meeting in person helps build relationships and promotes healthy engagement so a blend of the two approaches will be used.

We have been working toward delivering our objectives set out in the 2020 -2023 Strategic Plan. There is no doubt that the adaptations we made during the pandemic together with the need to change our way of working impacted on our ability to achieve all of our aims. We will be carrying forward aspects of the plan relating to staff and public engagement and training in our new 2023-26 plan allowing us to continue to develop the understanding of MAPPA in the general workforce and communities. This report contains a case study which I hope helps highlights how MAPPA works and its effectiveness, we are keen to continue to promote the positives of MAPPA which due to the crimes of those managed through the arrangements are naturally viewed in a negative light.

Our objective to monitor and promote the use of the **V**iolent **O**ffender and **S**ex **O**ffender **R**egister (ViSOR) system has been largely successful with the Tayside SOG area Responsible Authorities continuing to use and audit our use of the system alongside single agency information management systems. We are working with partners across the United Kingdom to help specify the requirements and design the ViSOR replacement MAPPS. We expect MAPPS to be ready for roll out within the next three years. As it is a UK national system and the justice systems in the four nations have distinct differences meeting the requirements of all is a challenge. From a Tayside perspective the MAPPA Coordinator sits on a Scottish user group responsible for scoping Scotland's requirements feeding up into the wider UK governance arrangements.

I would like to take this opportunity to thank all involved in the MAPPA process in Tayside for their dedication and professionalism in working together to reduce re-offending and making Tayside a safer place to live in, work in or visit.



**Alan Small**

*Independent Chair of Tayside MAPPA Strategic Oversight Group*

## TAYSIDE MAPPA

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Tayside is an area of 3000 square miles with a mixture of cities and rural settings, with a population of approximately 416,080.

It has three local authorities, Dundee City Council, Perth & Kinross Council and Angus Council. It is policed by Police Scotland 'D' Division. The Scottish Prison Service (SPS) has three establishments within the area, HMP Perth, the open estate HMP Castle Huntly and the female custody suite HMP Bella Unit. Tayside is also covered by NHS Tayside, in which is the Rohallion Secure Care Clinic providing low and medium secure care to patients for the north of Scotland.

These agencies known as the Responsible Authorities work closely together to protect the public in Tayside from the harm posed by certain offenders.

Multi Agency Public Protection Arrangements (MAPPA) provides the framework and ensures that this process functions effectively.

The offenders contained within MAPPA continue to be:

**Registered Sex Offenders (RSOs)** - are those individuals who are required to comply with the sex offender notification requirements (SONR) as set out in Part 2 of the Sexual Offences Act 2003.

**Restricted Patients** - are patients subject to a compulsion order with restriction order, a hospital direction or a transfer for treatment direction; that are patients who are subject to special restrictions under the Mental Health (Care and Treatment) (Scotland) Act 2003.

**Other Risk of Serious Harm Individuals** - these are individuals who are not required to comply with the SONR or who are not Restricted Patients; but who by reason of their conviction; are considered by the Responsible Authorities to be persons who may cause serious harm to the public at large. These individuals are known as Category 3 offenders.

There are three levels of management within MAPPA and an offender can move between all three levels.

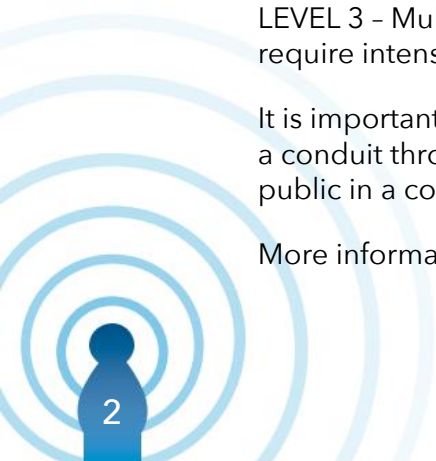
LEVEL 1 - routine risk management, - generally for those who present a medium or low risk of serious harm

LEVEL 2 - Multi agency risk management - for those subject to statutory supervision and are deemed to present a high risk of causing serious harm.

LEVEL 3 - Multi agency public protection panels - used for the critical few who require intense supervision and senior management oversight.

It is important to remember that MAPPA is not in itself a separate agency but is a conduit through which agencies can fulfil their statutory duties and protect the public in a co-ordinated manner.

More information can be found in the MAPPA Guidance 2022.



## MAPPA CO-ORDINATION

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As we continue to recover from the challenges we all had to face due to COVID-19, the work of the agencies within MAPPA has remained constant. As we move forward MS Teams continues to be used for MAPPA meetings in Angus and Perth & Kinross. However, in Dundee the co-located teams now meet again face to face and those out with the building join via MS Teams creating hybrid meetings.

National meetings continue to be attended by both the MAPPA Co-ordinator and the Independent SOG chair, thus ensuring that any new learning is delivered in Tayside.

MAPPA does not operate in isolation, it is part of the wider Public Protection arrangements. The chair of the MAPPA SOG provides regular reports to all three Public Protection Chief Officers Groups across Tayside and strong links have been established between MAPPA and the various Committees including Child and Adult Protection and Violence Against Women Partnerships.

The MAPPA Co-ordinator continues to liaise closely with staff at HMP Perth. Staff from SOPU and CJSW have also attend pre-release case conferences and provided information at Risk Management Team meetings when required, in cases where onward progression resulting in community access may be a possibility.

MAPPA numbers in custody have remained between 58 and 61 during the period between April 2022 and March 2023. Between April 2023 and September there was an increase to 67 in June but this has fallen back to 57 in September.

Backdated sentences still remain a challenge resulting in some people being released on the day of sentencing with a licence which has been completed very quickly to allow a release that day. The Parole board and SPS establishments are working together to ensure appropriate conditions are shared with community colleagues at the earliest opportunity.



## MAPPA IN OPERATION

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Protection of the public is the top priority and every decision taken by agencies in the assessment and management of risk posed by individuals subject to MAPPA is taken to keep the public safe, particularly the most vulnerable. As good as the arrangements in Scotland are, they will never completely eliminate risk. The arrangements seek to significantly reduce the opportunity and/or inclination which individuals subject to MAPPA have, to re-offend. Whilst reconviction rates are very low, the public is understandably concerned about sex offenders and the risk they may pose. Managing that risk is a complex task cutting across organisational boundaries of local authority, SPS, Police, Housing and Health. Working together allows partners to create action plans and risk management strategies so that all possible eventualities are covered. Knowing what each other is doing and planning means that as close an eye as possible can be kept on individuals subject to MAPPA.

Managing the risks posed by individuals subject to MAPPA and the involvement of each agency is best illustrated in the case study below.

### PERSON A

**Person A** was convicted of rape and sentenced to life imprisonment with a 14-year punishment period.

If a person is sentenced to life imprisonment, the judge must set a punishment part of the sentence. This is the minimum time the person must spend in prison before they can be considered for release into the community by the Parole Board for Scotland.

The Parole Board for Scotland will only recommend release when it is considered that the prisoner's risk can be effectively managed in the community. The board's recommendation along with licence conditions are sent to the Scottish Ministers who make the final decision.

Often a recommendation of the Parole Board is for a prisoner to progress to the Open Estate, HMP Castle Huntly, to prepare for full release.

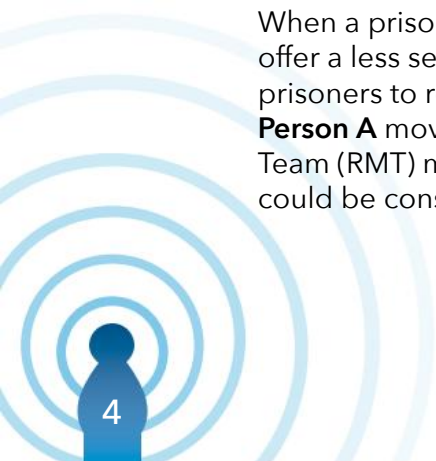
**Person A** did progress through his prison sentence and following a Parole Tribunal was moved to the Open Estate.

### SCOTTISH PRISON SERVICE (SPS)

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When a prisoner is progressed to HMP Castle Huntly "Open Estate". The SPS offer a less secure environment for the purposes of helping and preparing prisoners to reintegrate into the community.

**Person A** moved to the Open Estate and after two weeks a Risk Management Team (RMT) meeting chaired by a senior SPS manager was held to see if he could be considered for community access. This meeting was also attended by





**Person A's** community-based Supervising officer (CJSW), his lead investigator from Sex Offender Police Unit (SOPU), Police Scotland, Prison based Social Worker PBSW, and SPS personnel.

The RMT considered all relevant information in reaching a decision regarding **Person A's** progression to Community Access and the range of support that would be needed to successfully manage his transition from custody to the community. At this meeting all License Conditions for his community access were agreed. It was also agreed at this time that access to the community would be a phased approach beginning with 1 overnight stay before working towards a full 7-night Home Leave access.

Whilst in the Open Estate, **Person A** suffered some health conditions which required him to attend hospital for appointments and he was granted unescorted day release (UDR) at these times.

Throughout his sentence **Person A's** community-based Supervising Officer remained in close contact with SPS personnel and his Prison based Social Worker.

**Person A** was granted home leaves beginning with 1 night, progressing to 2, then 5 nights until he was granted the full 7 nights. On each home leave he was seen by his Supervising officer and his SOPU officer. He managed well at these times and no concerns or issues were raised during his periods of home leave. In 2023 following a Parole Tribunal **Person A** was released on Life Licence.

## HOUSING

Whilst in the Open Estate in 2022, the MAPPA Housing Liaison officer, arranged for an older person housing assessment to be carried out with **Person A**. This was completed however, he was assessed as not requiring retirement housing at this time.

Whilst liaising with Community Justice Social Work and Housing prior to his Parole hearing in 2023 it was requested that a reassessment of his housing need be carried out. This was because his health had deteriorated since the initial assessment and following completion of the assessment it was agreed that **Person A** should be considered for retirement housing.

**Person A** was released in 2023 and provided with temporary accommodation as suitable retirement housing could not be identified prior to this date and he currently remains on the list for retirement housing.

## COMMUNITY JUSTICE SOCIAL WORK

Due to the length of time he had served in prison, **Person A** requires intensive support to help him reintegrate into the community. During the first few weeks of release **Person A** had contact with Justice Social Work Services 3 or 4 times

per week. As well as an allocated Supervising Officer, he also has the support of a Criminal Justice Assistant. In addition, he has support from the Police via a Sex Offender Policing Unit officer, who works closely with Justice Social Work to consider decisions about managing risk.

The initial stages after release involved making sure **Person A** was fully aware of his Licence conditions and what restrictions apply to him. This is important because the Licence conditions help to manage the risk he presents and keep himself safe. There are also a lot of initial practical things to do such as applying for benefits, setting up a bank account and registering with a GP. The longer-term issues will involve supporting him to apply for permanent accommodation and liaising with all relevant agencies. This will be to assess any address offered which will be subject to a full Environmental Risk Assessment involving all agencies.

The main issues for **Person A** following release were about managing his finances and structuring his time. **Person A** had lost contact with many family members over the years and only has a few acquaintances in the community who could offer him limited support. When trying to get him involved with agencies or support groups consideration needs to be taken about whether or not disclosure of his status is necessary. These decisions are taken by the allocated workers and police, and discussed at regular MAPPA meetings. **Person A** will continue to be seen on a weekly basis by his Supervising officer.

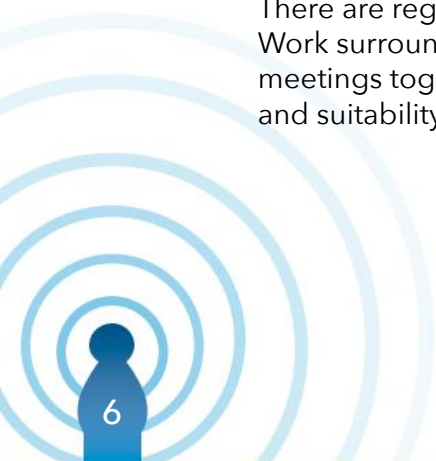
## POLICE

Whilst in Open Estate and accessing Unescorted Home Leave, **Person A** was visited on various occasions by the Sex Offender Policing Unit (SOPU). These were routine visits completed to ensure he was compliant with his Licence conditions and in an effort to fill in the information gaps surrounding areas of his life such as health, hobbies and places he frequented.

When initially released from custody into the community, **Person A** was visited by SOPU more frequently however, this was subsequently reduced in accordance with his agreed risk level.

**Person A's** visits can be time consuming due to his ongoing health problems, and concerns surrounding appropriate use of electronic devices. He has struggled to fully comprehend his Licence conditions, despite these being reiterated to him regularly and it is understandable given the length of time he spent in custody.

There are regular discussions between SOPU and Criminal Justice Social Work surrounding **Person A** and his joint management. There have also been meetings together with external agencies, which are purely held to assess risk and suitability for **Person A** to attend activities.



## HEALTH

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Whilst in the Open Estate, **Person A** health needs were met full by the prison Health team. The information and systems used are transferrable to the community thus allowing for a degree of continuity around health appointments, updates and health management.

When **Person A** transferred to the community the MAPPa Health Liaison Officer (MHLO) liaised directly with partner agencies, out with the MAPPa meetings for updates to identify any potential concerns which may arise. Information pertaining to risk and how this impact on **Person A's** risk management are discussed to allow agencies to assist in the management of Health and to have a broad knowledge of the complexities of **Person A's** health needs.

Health are present at all MAPPa meetings either via the MHLO or by other trained staff from the Adult Support and Protection team. However, if any NHS Staff have regular contact with **Person A** they would be invited to attend the meeting and update the process and also have the expectation that this would allow for a fully integrated approach to **Person A's** healthcare needs.

## MAPPa MEETINGS

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MAPPa ensures interventions are informed by thorough risk assessments and regular information sharing. It creates individualised risk management plans, which outline what is expected of the offender, how agencies will supervise and monitor them and what will happen should they fail to comply.

Whilst it is not possible to predict future behaviour or eliminate all risk, bringing information together from a range of agencies enables a thorough understanding of individual offenders. This includes, their offending behaviour, the factors associated with it and the sharing of resources to target any relevant issues and concerns.

MAPPa meetings initially were held every 12 weeks in respect of **Person A** and all of the above agencies as well as the MAPPa Co-ordinator, a Child Protection Social Worker and an Adult Support & Protection Social Work representative attended. At each MAPPa meeting a risk management plan is devised. **Person A** is managed at Level 2.



## STATISTICAL INFORMATION

As of 31 March, 2023, there were **401** Registered Sex Offenders managed in the community in Tayside, an increase of **45** offenders on the previous year. Of the **401** there were **149 (37%)** subject to statutory supervision requirement with Community Justice Social Work and managed jointly with Police Scotland, Sex Offender Policing Unit. The other **63%** are managed by Police Scotland who continue to regularly review risk with partners and respond to any identified concerns.

The number of offenders managed in each local authority area is detailed below;

|                            |                                                              |
|----------------------------|--------------------------------------------------------------|
| <b>ANGUS</b>               | <b>112</b> (an increase of <b>17</b> from the previous year) |
| <b>DUNDEE</b>              | <b>162</b> (an increase of <b>17</b> from the previous year) |
| <b>PERTH &amp; KINROSS</b> | <b>127</b> (an increase of <b>17</b> from the previous year) |

It is thought that the increase in numbers is due to the courts returning to normal business and processing more criminal trials.

In this reporting year there have been **89** new offenders convicted and made subject to MAPPA managements.

|                            |           |
|----------------------------|-----------|
| <b>ANGUS</b>               | <b>26</b> |
| <b>DUNDEE</b>              | <b>41</b> |
| <b>PERTH &amp; KINROSS</b> | <b>22</b> |

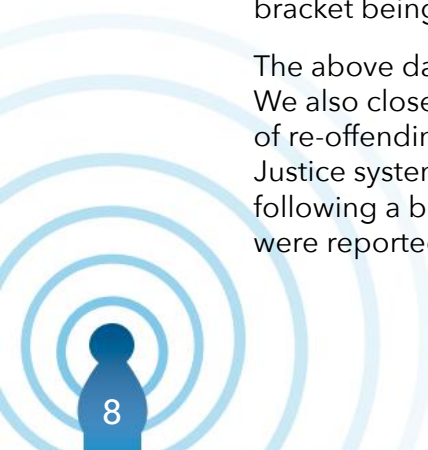
However, just as new people are being convicted and managed under MAPPA there are offenders who have completed their term of registration or those who have died which means their record is therefore archived.

|                            |           |
|----------------------------|-----------|
| <b>ANGUS</b>               | <b>23</b> |
| <b>DUNDEE</b>              | <b>25</b> |
| <b>PERTH &amp; KINROSS</b> | <b>33</b> |

Category 3 offenders continue to be managed under MAPPA and in this year there have been **4** individuals considered and managed by the responsible authorities.

The individuals that are managed under MAPPA cut across all age brackets with the youngest being **18** years old and the eldest being **88** years old. **25%** of the managed individuals are in the 31-40 age bracket with those in the 51-60 age bracket being **20%**.

The above data shows the number of offenders managed in the community. We also closely monitor data on reoffending and breaches. Any situation of re-offending is taken very seriously and managed robustly through the Justice system. During this reporting year **6** offenders were recalled to custody following a breach of their statutory licence conditions and **11 (2%)** offenders were reported for further sexual offending.



MAPPA was introduced in Scotland in 2007 and analysis of the trend over the last 16 years has shown a growth in the number of individuals managed under MAPPA;

|                 | 2007 | 2023 |
|-----------------|------|------|
| ANGUS           | 82   | 112  |
| DUNDEE          | 109  | 162  |
| PERTH & KINROSS | 84   | 127  |

As the numbers have increased so too has the staffing in the Public Protection Teams of the Justice Social Work and the Sex Offender Policing Units ensuring robust risk management and the wider protection of our communities.

## WHAT WE SAID WE WOULD DO IN 2022/2023

At the last annual report, the following points were those that the SOG would prioritise

- The Tayside MAPPA SOG Strategic Plan 2020-2023 sets out that we will monitor and review the Tayside MAPPA Environmental Risk Assessment (ERA) process and ensure that risk assessments are completed within the Scottish Government's National Accommodation for Sex Offender's minimum standards. The Tayside MAPPA housing leads agreed a monitoring framework in April 2022 and will report to the Tayside MAPPA MOG and SOG at the end of each quarter.

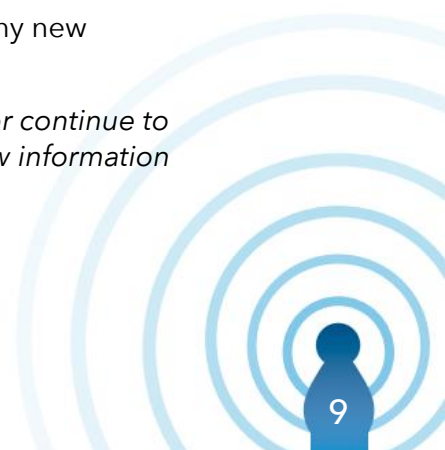
*The 3 local authority housing liaison officers have met and have produced a template for the collation of the Environmental Risk Assessment (ERA) statistics. These are taken quarterly to the SOG for examination and information.*

- Examine National communication strategy and develop a Tayside document

*The MAPPA SOG formed a small working group to examine the national communication strategy and thereafter developed a Tayside document. This document was drawn up and has been signed off by the SOG.*

- Maintain links with the National MAPPA groups ensuring that any new practice is delivered and embedded locally.

*The Independent Chair of the SOG and the MAPPA Co-ordinator continue to attend national meetings allowing for all national issues and new information to be brought back to Tayside for implementation.*



- Work with partners to agree a revised information sharing agreement following recent national discussions between the Responsible Authorities. This will include which systems and other means of information sharing are used and the potential to implement a new information management system MAPPS being developed by the Home Office.

*The partners continue to work together and representatives from each agency are now members of meetings being held for the implementation of the new Home Office information management system known as MAPPS*

## WHAT WE WILL DO IN 2023-2024

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- The Tayside MAPPA SOG will deliver a new Strategic Plan for the years 2023 -2026. Objectives will include;
  - Establishing a robust training programme for staff involved in MAPPA. Delivery ensuring that MAPPA is better understood by our wider workforce and our communities
  - Working with the responsible authorities to agree guidance and training in respect of the interface between the Child Protection Care and Risk Management Process (CARM) and MAPPA
  - Carry out audit work and self-evaluation which will further enhance the considerable work we have done on our core data set for MAPPA and routine reporting and analysis
  - Further strengthening the links with Child and Adult Protection Committees and Violence against Woman and girls Partnerships promoting a whole systems approach to protecting people.
- We will continue to;
  - Monitor the progression of the new Home Office management database MAPPS
  - Proactively respond to any national learning from published Significant case Reviews





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