

RAPID REHOUSING TRANSITION PLAN

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



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

As part of the Scottish Government's Ending Homelessness Together Fund, funding of £8m was agreed with COSLA for 2020/21 and additional funding of £5m was provided to local authorities from the Winter Support for Social Protection fund to all local authorities to support the implementation of Rapid Rehousing Transition Plans (RRTPs). We are asking all local authorities to provide a written report on how they have spent their allocation of funding and progress to date. We would ask local authorities to remember to include funding carried over from 2019/20.

We would ask that all local authorities complete this report and include it with their amended RRTP for 2021/22 or latest version available which should be submitted to the Scottish Government by **30 June 2021**. We realise this may be subject to final accounts being cleared by Audit.

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

We have also included a template for reporting on RRTP funding which has not been spent during 2020/21 and how local authorities plan to spend it during 2021/22.

Please submit this report, RRTP, an updated EQIA and any accompanying documents to: RapidRehousingTransitionPlansMailbox@gov.scot

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

Local Engagement and Rapid Rehousing Team

Details of funding recipient

Local Authority	West Dunbartonshire Council		
Reporting Period	01/04/2020 <small>DD/MM/YYYY</small>	to	31/03/2021 <small>DD/MM/YYYY</small>
Reporting Officer	Claire Mckay		
Position	Senior Housing Development Officer		
Date Completed	8th June 2021		
RRTP Funding carried over from 2019/20	£115,000		
RRTP Funding received for 2020/21 <small>£8m RRTP Funding confirmed 17/08/20</small>	£251,000		
Winter Support Fund received for 2020/21 <small>£5m Funding confirmed on 18/12/20</small>	£156,000		

2020/21 Activity

Activity Name:	Housing First West Dunbartonshire			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	Housing First West Dunbartonshire was established in 2019 to assist those with the most complex needs into settled housing. During the time of the RRTP the aim is to continue to expand the service to allow for more tenancies to be offered.			
Allocation Spent on activity:		SG RRTP funding	Local Authority funding	Other
	£	105,333	104,167	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>We have created 15 new Housing First tenancies – this is lower than the 22 new Housing First tenancies we projected;</p> <p>Unfortunately two Housing First tenants have died and the tenancies have ended;</p> <p>In addition to the new Housing First tenancies created, at the end of Year 2 we had a total of a further 15 Housing First clients being assessed or awaiting an offer of a tenancy;</p> <p>There have been some staffing changes throughout the year and whilst at year end we have a total of 5 fixed term FTE Housing First staff, staffing costs are similar to what was projected (equating to roughly 4 FTE staff members).</p> <p>This impacted on planned resources for Housing First in Year 2 in the following ways:</p> <ul style="list-style-type: none"> ➤ Reduced tenancy set-up costs from £82,000 to £57,500; and ➤ Slightly reduced staffing costs from £155,167 to £152,000. <p>We continued to provide regular updates of the progress of our Housing First initiative to the Housing and Communities Committee, the Housing Solutions Partnership and the Alcohol and Drugs Partnership;</p> <p>We have made the eligibility criteria more flexible and extended this to include clients who have not been assessed as homeless but have complex needs and have contact with HSCP services and may be at risk of homelessness. This aligns with the recommendations from the reconvened HARSAG;</p> <p>We have delivered on our commitment that at least one new build home in each new Council development is</p>			

	allocated to a Housing First tenant.			
Future spend planned on this activity in 2021/22:		SG RRTP Funding	Local Authority funding	Other
	£	480,657*		
<p>Implementation in 2021/22:</p> <p>Provide a short summary of the aims and targets for this activity during 2021/22.</p>	<p>*year 2 underspend (£121,857), winter allocation 2020 (£156,000) and partial Year 3 funding (£202,800).</p> <p>We have updated our costings.</p> <p>We will recruit 3 additional fixed term HF Support Workers to deliver the upscaling of Housing First in West Dunbartonshire;</p> <p>We plan to explore options with our partners in the West Dunbartonshire Alcohol and Drugs Partnership to look at having dedicated staff from all services to create a more consistent level of service and to create a more efficient process for those on the Housing First pathway;</p> <p>Monitor the number of hours spent providing support to Housing First clients to inform a review of the staff; client ratio used in our RRTP model; and</p> <p>Explore funding options to sustain Housing First in future years.</p>			
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>This service requires partnership and long term funding to be able to sustain the service and for it to become mainstream.</p>			

2020/21 Activity

Activity Name:	Interim Supported Tenancies – Additional Support		
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	Our plan includes reducing temporary accommodation, our model while doing that showed a higher need for more intensive supported tenancies. This meant that during the five years more support staff were required, for year 2 it was one additional staff member.		
Allocation Spent on activity:	SG RRTP funding	Local Authority funding	Other
	£ 0	NA	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>During Year 2 the provision of our Housing Support and Accommodation Service was heavily affected by the Covid19 pandemic and new ways of working had to be developed. A key impact was an increase in demand for all forms of temporary accommodation, due to an increase in homeless applications and restrictions that paused and limited letting activity across the sector.</p> <p>To ensure that we continued to meet our statutory homelessness duties throughout the crisis, we had to quickly increase the provision of emergency accommodation. This was done via the Council's own housing stock, stock secured from local RSL partners and by the development of a new Private Sector Leasing Scheme, where the Council has leased properties from registered private sector landlords within the West Dunbartonshire area.</p> <p>To help facilitate this, we have managed to deliver additionality from within our own resources via the recruitment of 2 Property Officers within the support service and redirecting 2 existing Support Workers to carry out this function. This increased the capacity of existing support workers to provide support directly to homeless households and has allowed us to continue to provide support on a case by case basis, according to need. We therefore did not need to recruit an additional support worker from the RRTP funding and this resulted in a Year 2 saving of £36,000.</p>		
Future spend planned on this activity in 2021/22:	SG RRTP Funding	Local Authority funding	Other
	£ 31,200		
Implementation in 2021/22:	In order to sustain this increased staffing resource we will		

<p>Provide a short summary of the aims and targets for this activity during 2021/22.</p>	<p>recruit a senior accommodation post and fund this initially in part from RRTF funding;</p> <p>In Year 3 we plan to fund 20% of this post from Council funding and 80% from RRTP funding;</p> <p>This results in a significant overall reduction in cost to deliver our RRTP from £552,250 to £93,600, whilst at the same time increasing the capacity of the service and accelerating our transition plan;</p> <p>We aim to mainstream this provision in future years and will monitor more closely the number of hours spent providing support to individual households, to improve our understanding of the overall demand and use this data to ensure future service provision is sustained and that supported tenancies continue as an option for those with identified support needs.</p>
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>Plan to fund this fully from our own resources in Year 4.</p>

2020/21 Activity

Activity Name:	Resettlement Support			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	We aimed to provide homeless households with no/low support needs a more structured Resettlement Support Service whatever tenure is accessed for the first 8 weeks of their new tenancy.			
Allocation Spent on activity:	£	SG RRTP funding 24,000	Local Authority funding	Other
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>We recruited a FTE staff member to provide this additional resettlement service to ensure all homeless households in West Dunbartonshire received this service. Due to the pandemic, however, the staff member wasn't in place until August 2020 and therefore there is an underspend in terms of staffing costs.</p> <p>The impacts of the pandemic changed the way we delivered our Accommodation and Support Service as outlined above. In addition, due to the restrictions in place and the challenges that existed moving households into settled accommodation, a more intensive resettlement service evolved and not the structured 8 week service initially envisioned.</p> <p>This involved not just the Resettlement Officer but staff across the homeless services and included identifying and addressing barriers that households faced when moving, such as the provision of furniture packs and carpets sourced from suppliers when it was difficult to access these.</p>			
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding NA	Local Authority funding 38,500	Other
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	<p>We have managed to fund the cost of this role in Year 3 from our own resources;</p> <p>Due to resettlement work also being delivered from existing staff within the homeless service, this reduces the need for an additional officer in Year 4 and 5;</p> <p>This, together with the Year 2 underspend In staffing costs, results in a reduction in cost to deliver this aspect of our RRTP from £216,000 to £139,500;</p>			

	<p>The re-settlement officer will focus specifically on those households who are experiencing practical difficulties moving into settled accommodation;</p> <p>We will also contact households whose cases were closed without a housing outcome, discuss their current circumstance, assess whether further assistance is required and provide the appropriate service; and</p> <p>We will mainstream other re-settlement activity and move-on planning within our wider service provision.</p>
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>This is resourced now from our own resources.</p>

2020/21 Activity

Activity Name:	Prevention Role			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	Introduce an additional, more proactive Homelessness Prevention Service, specifically aimed at tenancies which are at risk and where the landlord is considering actions to end the tenancy.			
Allocation Spent on activity:		SG RRTP funding	Local Authority funding	Other
	£	36,000		
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>The Covid19 pandemic has affected our plans to deliver a more proactive approach to prevention, where the officer would initiate contact with households identified as being at risk of homelessness. Emergency legislation was put in place that banned evictions taking place in both social and private sector, resulting in a lower number of Section 11 notices being issued. In addition, the stay at home message throughout 2020/21 impacted on our plans to be more proactive in terms carrying out home visits to help improve engagement with tenants and the likelihood of preventing homelessness.</p> <p>This meant the enhanced prevention role altered and initially the officer was able to assist in our wider service response to the pandemic. The Prevention Officer also made proactive contact with local RSL's with the aim of identifying households at risk of homelessness and where a Section 11 notice may be issued once the restrictions ended.</p> <p>As at 31 March there had been 70 referrals made directly to the Prevention Officer. This led to engagement with 52 households where advice and assistance was provided which included assistance in terms of agreeing sustainable arrears arrangements, referrals to money advice, assistance to apply for DHP payments and providing assistance from the pilot prevention where appropriate. In total 15 households were provided assistance from the fund with a total spend of £5,200 and at year end all these households remained in their tenancies and were maintaining agreed arrears arrangements. The underspend of this fund will be carried forward into Year 3 of the RRTP.</p> <p>We continued to look at agreeing a new Section 11 process with our RSL partners to ensure consistency in terms of when cases are highlighted to the Prevention Officer. These discussions were affected by the impact of</p>			

	<p>Covid-19 and the consequent ban on evictions and also by continued varying practices by our RSL partners and a lack of agreement in terms of when is the best point to serve a Section 11 notice.</p> <p>Whilst there remains no overall agreement, there is consistency in terms of early intervention providing the best chance of preventing homelessness and recent discussions suggest most RSL's are agreeable to advising the Prevention Officer when a Notice of Proceedings is served. This approach and the number of households referred will continue to be monitored closed during Year 3.</p>			
<p>Future spend planned on this activity in 2021/22:</p>	<p>£</p>	<p>SG RRTP Funding</p>	<p>Local Authority funding</p> <p>38,500</p>	<p>Other</p>
<p>Implementation in 2021/22:</p> <p>Provide a short summary of the aims and targets for this activity during 2021/22.</p>	<p>We have managed to fund the cost of this role in Year 3 from our own resources;</p> <p>The Prevention Officer will continue to engage with households at risk of homelessness as outlined above;</p> <p>It is expected to include home visits as Covid-19 restrictions are lifted;</p> <p>We will continue to monitor the impact of the pilot prevention fund consider options to identify and provide longer term funding;</p> <p>We will explore options to mainstream this role within our wider service provision; and</p> <p>We have updated staffing costs.</p>			
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>Explore options to mainstream this role within our wider service provision during Year 4</p>			

2020/21 Activity

Activity Name:	Prevention Fund			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	Linked to the above role as we were able to source £21,000 in Year we carried out a survey with our partners on pilot options, the overwhelming support was a Prevention Fund			
Allocation Spent on activity:		SG RRTP funding	Local Authority funding	Other
	£		5,200	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	As detailed above 15 payments made totally £5,200, will carry over the underspend.			
Future spend planned on this activity in 2021/22:		SG RRTP Funding	Local Authority funding	Other
	£		16,663	
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	Will continue to make use of the Prevention Fund and monitor the impact and review long term funding options.			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	Will monitor the impact and future funding possibilities.			

2020/21 Activity

Activity Name:	Conversions		
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	<p>Converting temporary furnished flats to secure tenancies has proved to be a successful and highly popular option across West Dunbartonshire when this has been available. Our initial plan identified a funding requirement to support a conversion programme of temporary accommodation to Scottish Secure Tenancies, reducing the number of transitions and improving tenancy sustainment rates for homeless households.</p>		
Allocation Spent on activity:	£	SG RRTP funding	Local Authority funding
	80,000		
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>In Year 2 we achieved 32 Conversions. As outlined, provision of our Housing Support and Accommodation Service was heavily affected by the Covid19 pandemic and a key impact was the increase in demand for all forms of temporary accommodation.</p> <p>Our focus on ensuring that we continued to meet our statutory homelessness duties throughout the crisis, meant that we have had to increase the provision of emergency accommodation, which has limited the number of conversions we were able to carry out.</p>		
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding	Local Authority funding
		75,000	
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	<p>We have increased our own resources to support our Conversion Programme from £50,000 to £75,000 to support 30 conversions during Year 3;</p> <p>We aim to continue to provide this funding in future years to ensure this option remains part of our wider mainstream service response;</p> <p>Due to the need to fund other elements of our RRTP, we will not use any of our ring fenced RRTP funding to further increase this programme; and</p> <p>This, together with the Year 2 underspend in this area, results in reduced costs of £345,000 over Years 2 to 5 from last years plan.</p>		
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	Mainstreamed already		

Unspent 2020/21 RRTP Funding

<p>Please provide the total of 2020/21 funding provided by the Scottish Government for the implementation of the Rapid Rehousing Transition Plan in your area that has <u>not</u> been spent in 2020/21.</p>	£	<p style="font-size: 1.2em; font-weight: bold;">137,300*</p> <p>*this is from total available funding in Year 2, this included our own contribution.</p>
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Provide detail of how this funding will be spent on implementing the Rapid Rehousing Transition Plan in 2021/22 detailing the area that it will be used in. Please make clear the individual amounts

ACTIVITY	FUNDING TO BE CARRIED FORWARD	
Housing First – towards Year 3 costs	£	121,857
Prevention Fund carryover	£	15,443
	£	
	£	
	£	
	£	
	£	