

CABINET Agenda

Date Monday 25 February 2019

Time 6.00 pm

Venue Crompton Suite, Civic Centre, Oldham, West Street, Oldham, OL1 1NL

- Notes
1. DECLARATIONS OF INTEREST- If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact Paul Entwistle or Liz Drogan in advance of the meeting.
 2. CONTACT OFFICER for this Agenda is Liz Drogan Tel. 0161 770 5151 or email elizabeth.drogan@oldham.gov.uk
 3. PUBLIC QUESTIONS – Any member of the public wishing to ask a question at the above meeting can do so only if a written copy of the question is submitted to the Contact officer by 12 Noon on Wednesday, 20 February 2019.
 4. FILMING – This meeting will be recorded for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be recorded, except where there are confidential or exempt items and the footage will be on our website. This activity promotes democratic engagement in accordance with section 100A(9) of the Local Government Act 1972. The cameras will focus on the proceedings of the meeting. As far as possible, this will avoid areas specifically designated for members of the public who prefer not to be filmed. Disruptive and anti social behaviour will always be filmed.

Any member of the public who attends a meeting and objects to being filmed for the Council's broadcast should advise the Constitutional Services Officer who will instruct that they are not included in the filming.

Members of the public and the press may also record / film / photograph or broadcast this meeting when the public and the press are not lawfully excluded. Please note that anyone using recording equipment both audio and visual will not be permitted to leave the equipment in the room where a private meeting is held.

Recording and reporting the Council's meetings is subject to the law including the law of defamation, the Human Rights Act, the Data Protection Act and the law on public order offences.

MEMBERSHIP OF THE CABINET IS AS FOLLOWS:

Councillors Chadderton, Chauhan, Fielding (Chair), Jabbar, Jacques, Mushtaq, Roberts, Shah and Ur-Rehman

Item No

- 1 Apologies For Absence
- 2 Urgent Business
Urgent business, if any, introduced by the Chair
- 3 Declarations of Interest
To Receive Declarations of Interest in any Contract or matter to be discussed at the meeting.
- 4 Public Question Time
To receive Questions from the Public, in accordance with the Council's Constitution.
- 5 Minutes of Previous Meetings (Pages 1 - 20)
The Minutes of the meetings of the Cabinet held on 29th January and 11th February are attached for approval.
- 6 Social Housing Allocations Scheme (Pages 21 - 92)
- 7 Fleet Replacement Programme (Pages 93 - 100)
- 8 Waste Management Replacement Vehicle Fleet (Pages 101 - 106)
- 9 Request for an extension to the Sexual Health integrated Service Contract Provided by Virgin Care Ltd (Pages 107 - 110)
- 10 Support to Vulnerable People - Commissioned Early Help Services (Pages 111 - 118)
- 11 Approval to Extend the Contract for the Delivery of Oldham's Integrated Support Services for Young People provision of Targeted Youth Services (Pages 119 - 124)
- 12 Corporate Performance Report - December 2018 (Pages 125 - 164)
- 13 Exclusion of the Press and Public
That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain exempt information under paragraph 3 of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.
- 14 Request for an extension to the Sexual Health integrated Service Contract

Provided by Virgin Care Ltd (Pages 165 - 170)

- 15 Support to Vulnerable People - Commissioned Early Help Services (Pages 171 - 178)
- 16 Approval to Extend the Contract for the Delivery of Oldham's Integrated Support Services for Young People provision of Targeted Youth Services (Pages 179 - 186)

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Present: Councillor Fielding (Chair)
Councillors Chadderton, Chauhan, Jabbar, Jacques, Mushtaq,
Roberts, Shah and Ur-Rehman

1 **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

2 **URGENT BUSINESS**

There were no items of urgent business received.

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

4 **PUBLIC QUESTION TIME**

There were no public questions received.

5 **MINUTES OF PREVIOUS MEETING**

RESOLVED that the minutes of the meeting of the Cabinet held on 17th December 2018 be approved as a correct record.

6 **PURSUIT OF ACCREDITATION BY THE LIVING WAGE FOUNDATION TO BE A LIVING WAGE EMPLOYER**

Consideration was given to a report of the Strategy, Partnerships & Policy Manager (Corporate) and the Strategic Reward & Recognition Lead which sought approval to apply for Living Wage Accreditation and to note the cost of becoming and remaining accredited. A further report would come to a future meeting of the Cabinet and would include the proposed milestone plan, and full procurement and future financial implications.

The Cabinet were informed that the ambition for Oldham was to build an inclusive economy, with thriving communities and co-operative services. Oldham would be a place where everyone had a fair and real chance to access opportunities and improve their own lives. It would strive for an ambitious and socially mobile borough through making significant progress in living standards, wages and skills for everyone. As a major local employer, the Council was able to set an example demonstrating its aspirations and values.

The Living Wage Foundation recognised and celebrated the leadership shown by Living Wage employers across the UK. The aim was to increase the number of employers in the UK who were recognised for paying their staff the Living Wage. The Living Wage was an hourly rate set independently and updated annually. This was UK wide and announced in November of each year during Living Wage Week. The current rate for the Living Wage was £9.00 per hour (announced in November

2018). This rate was above the Government's current National Living Wage of £7.83 per hour (£8.21 from April 2019).



Members were informed that improving wages played a significant role in building an inclusive economy, therefore the Living Wage was an important tool because it provided a level of pay that adequately allowed workers to provide for themselves and their families. As such, the Living Wage could help tackle inequality. Paying a Living Wage could also boost the local economy by giving workers more money to spend on goods and services.

Members noted that, if the Council decided to apply for formal accreditation, it would require providers/suppliers to the Council, including sub-contractors, to all pay the Foundation Living Wage, in addition to that rate being paid for directly employed staff.

Phased accreditation recognised that full compliance could not be made at the outset, and the Council would have three years to achieve it, which was in line with the approach that other Councils had taken. The report included proposals to develop a three-year milestone plan with an ambition to secure full compliance within that time.

Options/Alternatives considered:-

- Option 1 - Make an application to be a Living Wage employer
- Option 2 - Not make an application to be a Living Wage employer (although continue to pay our directly employed staff the appropriate hourly rate from April each year)

RESOLVED - That:

1. Oldham Council's application for Living Wage Accreditation be agreed, and the detailed work would proceed, with a further report to be presented back to Cabinet including the proposed milestone plan, and full procurement and future financial implications.
2. The annual cost of £480 to be paid to the Living Wage Foundation to become and remain accredited be noted. The detail of this would be included in the next Cabinet report as part of the overall implementation proposal.

7

SCHOOL ADMISSION ARRANGEMENTS 2020-2021

The Cabinet gave consideration to a report of the Interim Education Provision Manager which

1. Set out the Council's statutory obligations to determine the admission arrangements for community and voluntary controlled schools in Oldham for the academic year 2020-2021.
2. Informed the Cabinet of the proposed Co-ordinated Scheme for admissions for 2020-2021 and to sought approval for the proposals.
3. Informed the Cabinet of the proposed admission arrangements for admissions to community and voluntary controlled primary and secondary schools for the

academic year 2020-2021 and to sought approval for the proposals.

4. Sought Cabinet approval to continue the current arrangements for appeals to the Independent Appeal Panel.

Options/Alternatives considered:

Option 1 - To approve the proposed Co-ordinated Scheme at Appendix A, the arrangements for admission to community and voluntary controlled primary and secondary schools, as set out in the Appendices B & C and the continuation of existing arrangements for appeals to the Independent Appeal Panel.

Option 2 - To request changes to the proposed admission arrangements.

RESOLVED – That the Co-ordinated Scheme and arrangements for admissions to community and voluntary controlled primary and secondary schools (as set out in Appendices A to C) and the current arrangements for appeals to the Independent Appeal Panel, for the academic year 2020-2021, be agreed.

8

NORTHERN ROOTS

Consideration was given to a report of the Head of Strategy, Policy and Partnerships, which sought approval to take forward the development of the Northern Roots project, with the proposed Alexandra Park Eco-Centre being the first phase. Under this project there would be consideration of opportunities to work with local communities to investigate ways that Oldham could celebrate, protect and enhance its green spaces for the benefit of local people, the local economy and the planet.

Members were informed that Northern Roots would initially focus on the 160-acre Snipe Clough site adjacent to Alexandra Park and would investigate ways to enhance the sustainability and biodiversity of the site, to offer even greater opportunities for recreation and leisure for local people, and to promote growing and green enterprise projects.

The Northern Roots Project was an exciting opportunity for both Oldham and Greater Manchester and had become possible due to the work and achievements of the last six years of the co-operative agenda, working with communities and both celebrating and harnessing all the Borough had to offer as a green and growing town.

Members were informed that it would help make real and tangible the ambitions of the Oldham Plan for an inclusive economy, thriving communities and co-operative services; helping create great opportunities for residents, businesses and visitors.

The Cabinet noted that over the past six years, and as a tangible part of the co-operative borough ambition, community growing, horticulture skills and growing, renewable energy and

the local food economy had been developing. This was through a series of linked initiatives including Get Oldham Working, Get Oldham Growing, Growing Oldham, Feeding Ambition, Oldham Community Power and, more recently, the work on Thriving Communities.

When combined with proposals for the Alexandra Park Eco-centre, Northern Roots presented a significant opportunity and could be a positive new vehicle for change in Oldham, with the potential to be a powerful brand, pulling together existing and developing new initiatives around food, growing, sustainability and wellbeing in the borough, as well enabling community engagement on opportunities and sites across the Borough.

Options/Alternatives considered:

Option 1 – Agree the recommendations

Option 2 – Do not agree the recommendations

RESOLVED - That the Cabinet would consider the commercially sensitive information contained at Item 11 of the agenda.

9

ALEXANDRA PARK RE-BUILD OF DEPOT SITE

The Cabinet gave consideration to a report of the Principal Regeneration Officer which sought approval for funding for the Alexandra Park Depot Site Project.

The report presented a summary of the detailed work carried out to date in bringing forward the Alexandra Park Depot Site Project to ensure effective service delivery and support the Council's ambition to make Oldham a green and growing place. This investment, and the delivery of an eco-centre, marked the first step for Oldham's innovative Northern Roots project which would work with local communities to investigate ways that Oldham could celebrate, protect and enhance its green spaces for the benefit of local people, the local economy and the planet.

Northern Roots would initially focus on the 160-acre Snipe Clough site adjacent to Alexandra Park and would investigate ways to enhance the sustainability and biodiversity of the site, to offer even greater opportunities for recreation and leisure for local people, and to use the space for growing and green enterprise projects.

The report made recommendations for capital funding for the project.

RESOLVED - That the Cabinet would consider the commercially sensitive information contained at Item 12 of the agenda.

10

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they contain **Page 4** information under paragraph 3

of Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.



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NORTHERN ROOTS

The Cabinet gave consideration to the commercially sensitive information in relation to Item 8 – Northern Roots.

RESOLVED - That the recommendation as detailed within the report be approved.

12

ALEXANDRA PARK RE-BUILD OF DEPOT SITE

The Cabinet gave consideration to the commercially sensitive information in relation to Item 9 – Alexandra Park Re-Build of Depot Site.

RESOLVED - That the recommendation as detailed within the report be approved.

13

COMMERCIAL INVESTMENT OPPORTUNITY

The Cabinet gave consideration to the commercially sensitive information in relation to Item 13 – Commercial Investment Opportunity.

RESOLVED - That the recommendation as detailed within the report be approved.

The meeting started at 6.00 pm and ended at 6.17 pm

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Present: Councillor Fielding (Chair)
Councillors Chadderton, Chauhan, Jabbar, Jacques, Roberts,
Shah and Ur-Rehman

1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mushtaq.

2 **URGENT BUSINESS**

There were no items of urgent business received.

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

4 **PUBLIC QUESTION TIME**

There were no public questions received.

5 **MINUTES OF THE ADMINISTRATION BUDGET
PERFORMANCE AND VALUE FOR MONEY SELECT
COMMITTEE HELD ON 24TH JANUARY 2019**

Members considered the draft minutes of the Performance and Value for Money Select Committee held on the 24th January 2019.

It was reported that the Select Committee recommended to Council all of the budget reduction proposals included in the report to a value of £7.829 for approval.

RESOLVED – That the deliberations and comments of the Performance and Value for Money Select Committee held on the 24th January 2019 be noted.

6 **MINUTES OF THE OPPOSITION BUDGET PERFORMANCE
AND VALUE FOR MONEY SELECT COMMITTEE HELD ON
5TH FEBRUARY 2019**

The Cabinet gave consideration to the minutes of the Opposition Budget Performance and Value for Money Select Committee minutes held on the 5th February 2019.

It was reported that none of the Liberal Democrat efficiencies outlined for 2019/20 had been agreed by the Select Committee and therefore the investment proposals outlined within the report were not affordable.

The Select Committee did recommend:

OPP-BR1-106 Review of Car Allowance as previously promised to reduce amount paid as a lump sum to staff doing zero or minimal mileage. The Administration might wish to consider in 2019/20 as part of a wider review of the reward and recognition package. There was no guarantee that the outcome would be acceptance of this proposal.

OPP-BR1-108 Additional Bus Lane Enforcement. The Administration may wish to consider this proposal once the

Administration's current bus lane proposals were implemented and shown to be effective.

The proposal concerning the new health centre be pursued to see if a scheme could emerge as part of the corporate strategy. The leader of the Council advised the meeting that the Opposition saving proposal **OPP-BR1-102 Reduction in number of Councillors from 60-40** would not deliver savings for the 2019/20 budget and was not in the Council's gift to implement.

RESOLVED – That the deliberations and comments of the Performance and Value for Money Select Committee held on 5th February 2019 be noted.

7

REVENUE MONITOR AND CAPITAL INVESTMENT PROGRAMME 2018/19 MONTH 8

The Cabinet gave consideration to a report of the Director of Finance which provided Members with an update on the Council's 2018/19 forecast revenue budget position and the financial position of the capital programme as at 30 November 2018, together with the revised capital programme 2018/23.

Revenue Position

The current forecast outturn position for 2018/19 was a projected favourable variance of £0.145m after allowing for approved and pending transfers to and from reserves.

The most significant area of concern was the People and Place Portfolio, due to the transfer of Children's Social Care into that area. Action was being taken and would continue to be taken for the remainder of the financial year to address variances and mitigating action would be taken as detailed within the report.

The overall corporate position was being managed by offsetting favourable variances, most notably from Capital, Treasury and Corporate Accounting budgets, in part caused by the anticipated cost of borrowing and capital finance being lower than budget and the availability of additional Treasury Management income and unringfenced grants not allocated to service budgets.

Housing Revenue Account and Dedicated Schools Grant

Information on the Month 8 position of the Dedicated Schools Grant (DSG) and Housing Revenue Account (HRA) and collection fund was also outlined in the report.

There were no significant issues of concern in relation to the HRA and Collection Fund however the DSG continued to be an area facing a financial challenge with an increase in the projected year-end deficit. Action was being taken to bring the DSG towards a balanced budget.

Capital Position

The most up to date capital spending proposals for 2018/23 were provided to Members. The revised Capital programme budget was £48.952m at the close of month 8, a net decrease of £40.706m from the original budget of £89.658 and a reduction of £0.571m from the £49.523m reported at quarter 2.

Actual expenditure to 30 November 2018 was £24.637m (50.33% of forecast outturn).

It was reported that at this stage in the financial year, the forecast position would continue to change with additional re-profiling into future years.

Options/Alternatives considered

Option 1 – To approve the forecast revenue and capital positions presented in the report including proposed changes.

Option 2 – To approve some of the forecasts and changes detailed within the report.

Option 3 – Not to approve any of the forecasts and changes detailed within the report.

RESOLVED – That:

1. The forecast revenue outturn for 2018/19 at Month 8 being a £0.145m under spend be approved.
2. The forecast positions for the Housing Revenue Account and Collection Fund and Dedicated Schools Grant as detailed within the report be approved.
3. The use of reserves as detailed in Appendix 1 to Annex 1 of the report be approved.
4. The revised capital programme for 2018/19 to the extended period of 2022/23 as at 30 November 2018, Month 8 be approved.

8

REVENUE BUDGET 2019/20 AND MEDIUM TERM FINANCIAL STRATEGY 2019/20 TO 2023/24

Consideration was given to a report of the Director of Finance which presented to the Cabinet the current Administration's budget and budget proposals for 2019/20 together with the forecast budget gap estimates for the period 2020/21 to 2023/24, having regard to the Provisional Local Government Finance Settlement published on 13th December 2018 and subsequent Final Local Government Settlement published on 29th January 2019.

This report set out the proposals for the Council's Revenue Budget for 2019/20 and Medium Term Financial Strategy for 2019/20 to 2023/24.

Cabinet was provided with details of the key financial challenges and issues which would be faced by the Council over the forecast period.

The report included an update on the national and regional policy landscape within which the Council operated including a summary of the economic outlook published alongside the most recent Autumn Statement, key aspects of the Local Government Finance regime including the Greater Manchester 100% business rates retention pilot scheme and the proposals for the pooling of Business Rates for 2019/20.

The report also highlighted policy announcements and implications arising from the Chancellor's Autumn budget Statement, the Provisional Local Government Finance Settlement and the Final Local Government Settlement published on 29th January 2019.

The settlement and associated announcements confirmed one-off grants; winter pressures grant and social care support grant. The settlement also included £0.013m more grant resources than has been anticipated in the initial budget projections and a

£0.978m share of a £180m surplus on the National Rates Levy Account would be used to support the 2019/20 budget.

The settlement confirmed referendum limits for a General Council Tax increase. The Government would permit rises of 3% per annum for 2019/20 and the Police element of the Mayoral precept could be increased by up to £24 for 2019/20 without triggering a referendum. The increase was being consulted upon.

In addition there was no limit on changes to the Mayoral General Precept and an increase of £9 was being proposed by the Mayor. The estimates included in the report assumed a continuation of current Oldham Council Tax policy which allowed for a 1.99% general Council Tax increase.

There has been no change to the arrangements for charging an Adult Social Care precept and the Council is able to continue with its previously approved policy of charging an Adult Social Care precept of 2% for 2019/20.

Section 7 of the report provided details of the key budget adjustments and expenditure pressures underpinning the forecast.

The report also provided the latest available forecasts for Government Grant income and locally generated income from retained Business Rates and Council Tax.

Based on the latest estimates, the budget reduction requirements for 2019/20 had increased from the previously reported figure of £17.986m to £22.201m. The increase was due to a range of changes to the estimates, set out in detail at Section 11 to the report.

Section 12 of the report detailed the Administration's budget reduction proposals. There were a total of 35 proposals, delivering savings of £7.829m in 2019/20. If approved the proposals would further reduce the budget reduction requirement to £14.372m for 2019/20.

Section 13 of the report explained the approach to balancing the 2019/20 budget.

In order to remove the requirement for further spending reductions, it was proposed to part finance the 2019/20 budget by using opportunities provided by the ability to use Capital Receipts to support spending on transformational projects up to a value of £3.000m and from an available Collection Fund surplus of £2.269m.

A number of specific and corporate reserves would be used to address the balance also.

Section 17 of the report presented proposed Council Tax and Adult Social Care precept levels for Oldham Council comprising a general increase of 1.99% and a 2% increase for Adult Social Care precept (3.99% in total).

Section 17 also provided detail of the proposed precept for the Shaw and Crompton Parish Council and the approved precept for the Saddleworth Parish Council.

It was reported that approval of the proposals set out in the report in full by Council would deliver a balanced revenue budget for 2019/20. The budget reduction requirement for subsequent years was forecast to be £22.738m 2020/21, £10.889m for 2021/22, £6.859m for 2022/23 and £4.160m for 2023/24.

The Fees and Charges proposals for 2019/20 were presented at Appendix 4 and the Council's Pay Policy Statement was presented at Appendix 5.

The report also summarised the reserves and balances position supporting the Council's financial resilience. In addition, section 19 of the report set out the proposed budget strategy for future years

Options/Alternatives considered:

Option 1 – Cabinet accepts the assumptions and resulting financial forecasts presented within the report and the budget position at Appendix 1.

Option 2 – Cabinet proposes amendments to the assumptions which would change the resulting budget gap and financial forecasts.

Option 3 – Cabinet approves and commends to Council all the budget reduction proposals included in this report to the value of £7.829m and the approach to the use of reserves and balances as well as Council Tax and Adult Social Care Precept in increases.

Option 4 - Cabinet requests that further work is undertaken on some or all of the budget proposals and the approach to reserves and balances.

RESOLVED – That:

That Cabinet approves and commends to Council:

1. The national and regional policy landscape determining the context in which the Council is setting its revenue budget for 2019/20 and Medium Term Financial Strategy to 2023/24;
2. The impact of Oldham Council Policies and Strategies on the Council's budget setting process and the development of its Medium Term Financial Strategy;
3. The financial forecasts for 2019/20 to 2023/24 having regard to the Local Government Finance Settlement and associated funding announcements;
4. The key issues to be addressed in continuing to respond to the financial challenges facing the Council;
5. The 2019/20 Budget Reduction Proposals at a value of £7.829m;
6. The proposed use of £2.946m of reserves for specific purposes and £6.157m of corporate reserves to balance the 2019/20 budget;
7. The fees and charges schedule included at Appendix 4;
8. The pay policy statement included at Appendix 5;
9. A proposed Council Tax increase of 3.99% for Oldham Council services resulting in the charges set out at paragraph 17.3 and Table 22 of the report and in detail at Appendix 9;
10. A proposed increase to the empty property premium from 50% to the maximum 100% allowed from 1st April 2019;
11. The proposal to draw on the Collection Fund for major preceptors of £107.972m for Borough Wide services and £92.090m for Council services;
12. The proposed budget for 2019/20 for the Council set at £223.703m; and

13. Revised estimated budget reduction targets of £22.738m for 2020/21, £10.889m for 2021/22 and £6.859m for 2022/23 and £4.160m for 2023/24.



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HOUSING REVENUE ACCOUNT ESTIMATES FOR 2019/20 TO 2023/24 AND PROPOSED OUTTURN FOR 2018/19

The Cabinet gave consideration to a report of the Director of Finance which set out the latest Housing Revenue Account (HRA) outturn estimate for 2018/19, the detailed budget for 2019/20 and strategic estimates for the four years 2020/21 through to 2023/24. The report also set out the recommended dwelling and non-dwelling rents and service charge increases to be applied from April 2019.

It was reported that after taking all relevant issues into account, the projected financial position for 2018/19 was estimated to be a £2.506m positive variance when compared to the original budget forecast for 2018/19 approved by Council February 2018 Budget meeting. The majority of this variance was attributed to the re-profiling of HRA funded capital schemes into later years due to revisions to planned spending profiles.

The financial position for 2019/20 showed an estimated HRA closing balance of £19.477m which was considered to be sufficient to meet future operational commitments and the potential financial pressures identified in the risk assessment. The 2019/20 position had been presented after allowing for an increase in rent of 3.4%.

Members noted the Government had already advised that Private Finance Initiative (PFI) properties would be exempt from Central Government's 1% Social Rent Reduction Programme. As all Oldham housing stock was contained within two PFI schemes, the 2019/20 budget would follow historic rent setting guidance of Consumer Price Index (CPI) plus 1%, resulting in an increase of 3.4% (CPI was taken as at September 2018).

The proposed HRA budget report was presented for consideration by the Overview and Scrutiny Performance and Value for Money Select Committee on 24 January 2019. The Select Committee was content to commend the report to Cabinet for approval. The Cabinet Member for Finance and Corporate Resources highlighted a recommendation from the Select Committee in relation to financial hardship. The Select Committee agreed that due to the 53 week rent year in 2019/20 and the fact that Universal Credit had been designed around a 52 week rent year, options should be considered to assist tenants in receipt of Universal Credit so that they did not fall into arrears.

Options/Alternatives considered

In order that the Council complied with legislative requirements it must consider and approve a Housing Revenue Account budget for 2019/20.

Within the summer budget announcement of July 2015, the Government imposed a 1% per annum social rent reduction for 4 years. All Oldham housing stock would be exempt from this decrease and an increase would be applied in accordance with current Government guidance.

Should the Council not wish to continue with the established practice of following Government guidelines, 2 potential scenarios had been assessed:

- proposed rent increase of 3.4% is changed to 2%
- proposed rent increase is removed altogether

The loss to the Housing Revenue Account in 2019/20 in terms of income would be £0.114m at a 2% increase and £0.278 with no rent increase. The cumulative impact of this income loss over the life of the Business Plan would have a lasting and significant impact on the long term financial strength of the HRA.

RESOLVED – That:

1. The forecast Housing Revenue Account outturn for 2018/19 as per Appendix A to the report be approved and commended to Council.
2. The proposed Housing Revenue Account budget for 2019/20 as per Appendix B to the report be approved and commended to Council.
3. The strategic estimates for 2019/20 to 2023/24 as per Appendix D to the report be approved and commended to Council.
4. The proposed increase to dwelling rents for all properties of 3.4% be approved and commended to Council.
5. The proposed increase to non-dwelling rents as per individual contracts be approved and commended to Council.
6. The Private Finance Initiatives 2 and 4 service charges are unchanged be approved be approved and commended to Council.
7. The proposal that Private Finance Initiative 2 concierge charges are set in line with actual costs for full recovery be approved and commended to Council.
8. The proposal that the Council takes whatever action is within its powers to support tenants in receipt of Universal Credit who are impacted by there being 53 rent weeks in 2019/20 be approved and commended to Council.

10

CAPITAL STRATEGY AND CAPITAL PROGRAMME FOR 2019/20 TO 2023/24

The Cabinet gave consideration to a report of the Director of Finance which set out the proposed Capital Strategy for 2019/20 to 2023/24, and thereby the proposed 2019/20 Capital Programme, including identified capital investment priorities, together with the indicative capital programme for 2020/21 to 2023/24, having regard to resources available over the lifetime of the programme.

Capital Strategy

The Council's Capital Strategy and Capital Programme were set over a five year timeframe.

In preparing the 2019/20-2023/24 Capital Strategy, essential elements of the 2018/22 and previous years and strategies and programmes were moved forward in the context of the financial and political environment for 2019/20.

The principles of the Strategy had been prepared in light of all available information and listed areas of potential future investment, subject to the availability of resources.

The Chartered Institute of Public Finance and Accountancy (CIPFA) revised 2017 Prudential Code and Treasury Management Code required, for 2019/20 all Local Authorities to prepare an additional report, a capital strategy report. Whilst the Council had traditionally prepared a capital strategy, the presentation had been changed to ensure compliance with the new guidance. The strategy was therefore presented so that it provided:

- A high level long term overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of services.
- An overview of how the associated risk was managed
- The implications for future financial sustainability

The strategy was presented in 15 sections to ensure all Council Members were presented with the overall long term capital investment policy objectives and resulting Capital Strategy requirements, governance procedures and risk appetite.

Capital Programme 2018/19-2022/23

The Council capital spending in relation 2018/19 was a key determinant of the 2019/20 programme. The latest available capital monitoring report for the period 2018/19 to 2022/23 at month 8 included capital expenditure totalling £48.952m for 2018/19 matched with corresponding financing.

The People and Place Directorate which managed all of the major regeneration projects had the largest area of expenditure (£31.265m). Prudential borrowing provided the main source of financing (£26.995m) followed by grants and other contributions (£16.068m).

Actual expenditure to 30 November 2018 was £24.637m. The spending profile was in line with previous years, and the position would be kept under review.

Capital Programme 2019/20-2023/24

The Council had set out its Capital Programme for the period based on the principles of the Capital Strategy. The Capital Programme and Strategy had been influenced by the level of resources available.

Anticipated expenditure and matched financing for the period 2019/20 to 2023/24 totalled £262.198m. This incorporated resources expected to be carried forward from 2018/19 and reflected the 2018/19 month 8 monitoring position together with enhanced projection of expenditure.

The detailed programme was set out at Annex C of the Appendix 1.

Proposed expenditure for 2019/20 was £84.332m with the largest area of being on schools, development and infrastructure projects within the People and Place Directorate.

As in previous years a major source of financing was prudential borrowing and Government grants.

It was, however, likely that the capital position would change prior to the start of 2019/20 and during the year as:

- it was possible that there would be further Government funding allocations prior to the start of 2019/20.
- the outcome of specific grant bids would become known.
- it was likely that there would be additional initiatives announced.

- there may also be the opportunity to bid for additional funding e.g. transport initiatives.
- the Council may identify other funding sources, including capital receipts, to finance additional capital expenditure.

Therefore the overall Capital Programme position would be kept under review and any new information about funding allocations would be presented to Members in future reports.

The proposed Capital Strategy and Capital Programme for 2019/20 to 2023/24 was presented for scrutiny to the Overview and Scrutiny Performance and Value for Money Select Committee on 24 January 2018. The Select Committee was content to commend the report to Cabinet for approval.

Options/Alternatives considered

Members could choose to accept the proposed Capital Strategy and Capital Programme or revise and suggest an alternative approach to capital investment.

RESOLVED – That:

1. The Capital Strategy for 2019/20 to 2023/24 detailed at Appendix 1 and summarised at section 2.1 of the report be approved and commended to Council.
2. The Capital Programme for 2019/20 and indicative programmes for 2020/21 to 2023/24 at Annex C of Appendix 1 and summarised at section 2.2 to 2.6 of the report be approved and commended to Council.
3. The Flexible Use of Capital Receipts Strategy as presented at Annex D of Appendix 1 of the report be approved and commended to Council.

11

TREASURY MANAGEMENT STRATEGY STATEMENT 2019/20 - INCLUDING MINIMUM REVENUE PROVISION POLICY STATEMENT, ANNUAL INVESTMENT STRATEGY AND PRUDENTIAL INDICATORS

Consideration was given to a report of the Director of Finance that outlined the strategy for 2019/20 Treasury Management activities including Prudential Indicators, the Annual Investment Strategy, the Minimum Revenue Provision Policy Statement and linkages to the Capital Strategy.

It was reported that the strategy for 2019/20 covered two main areas, capital issues and treasury management issues and the report therefore outlined the implications and key factors in relation to each of the two main areas and made recommendations with regard to the Treasury Management Strategy for 2019/20.

The Council was required to operate a balanced budget which broadly meant that cash raised during the year would meet cash expenditure and part of the treasury management operation was to ensure that cash flow was adequately planned with cash being available when needed.

The second main function of the treasury management service was the funding of the Council's capital plans, which provided a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure that the Council could meet its capital spending obligations.

The Treasury Management Strategy 2019/20 was based on the current guidance which resulted from revisions to the Ministry of Housing, Communities and Local Government (MHCLG) Investment Guidance, the MHCLG Minimum Revenue Provision Guidance, the Chartered Institute of Public Finance and Accountancy (CIPFA) revised 2017 Prudential Code and Treasury Management Code. These required additional disclosures which were included in the report together with alignment with the disclosures in the Capital Strategy report (itself prepared in accordance with the revised CIPFA Prudential and Treasury Management Codes).

The report was considered by the Performance and Value for Money Select Committee on the 24th January 2018 and was commended to Cabinet.

Options/Alternatives considered

The Council was required to comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management the Council and has no option other than to consider and approve the contents of the report.

Therefore no options/alternatives were considered.

RESOLVED – That:

1. The Capital Expenditure Estimates as per paragraph 2.1.2 be approved and commended to Council.
2. The Minimum Revenue Provision policy and method of calculation as per Appendix 1 of the report be approved and commended to Council.
3. The Capital Financing Requirement (CFR) projections as per paragraph 2.2.4 of the report be approved and commended to Council.
4. The projected treasury position as at 31/03/2019 as per paragraph 2.3.4 of the report be approved and commended to Council.
5. The Treasury Limits for 2019/20 to 2021/22 as detailed in section 2.4 of the report be approved and commended to Council.
6. The Borrowing Strategy for 2019/20 as per section 2.6 of the report be approved of the report be approved and commended to Council.
7. The Annual Investment Strategy as per section 2.10 including risk management and the creditworthiness policy at section 2.11 of the report be approved and commended to Council.
8. The level of investment in non-specified investments as detailed at Appendix 5 to the report be approved and commended to Council.

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STATEMENT OF THE CHIEF FINANCIAL OFFICER ON RESERVES, ROBUSTNESS OF THE ESTIMATES AND AFFORDABILITY AND PRUDENCE OF CAPITAL INVESTMENTS IN THE 2019/20 BUDGET SETTING PROCESS

The Cabinet considered a report of the Director of Finance (Chief Financial Officer) that was prepared in accordance with the requirement of Section 25 of the Local Government Act 2003 to report on the robustness of the estimates made for the

purposes of the budget calculations and the adequacy of the proposed reserves.

The level of general balances to support the budget and an appropriate level of earmarked reserves maintained by the Council in accordance with the agreed Council policy on earmarked reserves was an integral part of its continued financial resilience supporting the stability of the Council. The report also included the Director of Finance's consideration of the affordability and prudence of capital investment proposals. It was reported that Members could be assured that the Council continued to be well placed to meet the challenging financial future facing Local Authorities and that the Council was preparing a detailed revenue budget within a five year Medium Term Financial Strategy (MTFS), a five year capital programme and the continuation of the early closure of accounts. This allowed early focus on the coming challenges and a robust financial transformation programme.

The financial resilience depended in part on the Council maintaining an adequate level of reserves which were set out in the report. The Audit Committee at its meeting in July 2018 considered the policy on earmarked reserves and it was proposed to action the same review after the closure of accounts for 2018/19.

Options/Alternatives considered

The Cabinet could comment on the recommendations of the report however Members had a statutory duty to have regard to the Chief Financial Officer's report on the robustness of the estimates and the adequacy of the proposed financial reserves when making decisions.

The robustness of the estimates and reserves were satisfactory, however this was only the case provided the action necessary were taken to ensure the balances were set at the level recommended, that all budget options or in year alternatives were delivered as planned and monitored.

RESOLVED – That:

1. The General Balances currently calculated for 2019/20 at £14.250m be approved. Any Excess funding in general balances at the financial year end would be transferred to the financial mitigations reserves to support future budgets.
2. The initial estimate of General Balances to support the 2020/21 Medium Term Financial Strategy and the 2021/22, 2022/23 and 2023/24 Medium Term Financial Strategy were £14.814m and £14.134 respectively.
3. Submission of the intended report to the Audit Committee to ensure the Council reserves were subject to appropriate scrutiny, be noted.
4. The actions necessary to secure a properly balanced budget as presented in paragraph 3.6 of the report be approved.
5. The actions necessary to ensure the prudence of the capital investments as presented in paragraph 4.4 of the report be approved.
6. The report be commended to Council for approval

2019/20 COUNCIL TAX REDUCTION SCHEME

The Cabinet gave consideration to a report of the Director of Finance which sought approval of the Council Tax Reduction Scheme for 2019/20 and to recommend the scheme to Council for approval.

It was reported that it was a requirement each year that a billing authority must formally consider revising its Council Tax Reduction Scheme (CTRS).

To accord with the legislative timetable any changes to the scheme must be agreed by full Council in line with budget setting and no later than 10th March 2019.

Cabinet in August 2018 agreed to a full public consultation focusing on areas of review that either maintained the status quo or introduced changes that would be beneficial to the claimant.

The consultation sought views on the maintenance of the maximum support afforded under the scheme of 85% of a Band A Council Tax property charge, a range of changes to the calculation of Council Reduction for Universal Credit claimants and the alignment of income disregards, already in place in the national Housing Benefit Scheme with the local Council Tax Reduction Scheme.

A public consultation was carried out over the period 12th September 2018 to 24th October 2018. Overall respondents were in favour of the proposals with an average of 77% agreement across the four changes and 71% in favour of maintaining the current 85% scheme.

The Overview and Scrutiny Performance and Value for Money Select Committee at its meeting of the 24th January 2019 was content to agree to the proposed 2019/20 Council Tax Reduction scheme and commended to Cabinet.

Options/Alternatives considered

Option 1 - Maintain the present level of support i.e. Limiting the level of support at 85% of Council Tax of a Band A property as the maximum amount available and

Change 1 – Making a Claim – Information received by the Council from the DWP relating to a claim for Universal Credit could be treated as a claim for Council Tax Reduction.

Change 2 – Earnings Disregard – As detailed within the report.

Change 3 – Housing Costs – Universal Credit Claimants as detailed within the report.

Change 4 – Disregarded Income as detailed within the report.

RESOLVED – That the Cabinet approved and commended to Full Council the proposed Council Tax Reduction Scheme changes for 2019/20:

- i. To continue to limit support to a maximum of 85% of Council Tax of a Band A property
- ii. Treat information received from the Department for Work and Pensions (DWP) about Universal Credit entitlement as a claim for Council Tax Reduction
- iii. Apply earnings disregards for Universal Credit/Council Tax Reduction (UC/CTR) claims as set out below
 - o Single claimant £5 per week
 - o Couple £10 per week

- Disabled/Carer £20 per week
 - Lone Parent £25 per week
- iv. Incorporate housing costs into the UC/CTR calculation
- v. Apply disregards for Bereavement Support Allowance and post graduate master's degree loan and special support payments in the assessment of Council Tax Reduction



The meeting started at 6.00pm and ended at 18.28

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Report to CABINET

Social Housing Allocations scheme

Portfolio Holder:

Cllr Hannah Roberts, Cabinet Member for Housing

Officer Contact: Helen Lockwood, Deputy Chief Executive, People and Place

Report Author: Victoria Wood, Team Leader, Housing Strategy

Ext. 4680

25th February 2019

Reason for Decision

The council has undertaken a comprehensive review of the way social housing is allocated in the borough. This report follows consultation with partners, elected members and residents and seeks approval to implement a new allocations scheme.

Executive Summary

Oldham Council's Housing Strategy is in its final stages of development. The new Strategy has a clear focus on providing a good quality Oldham housing offer that meets the needs of different sections of the population at different times of their lives. Our registered social landlord partners share in this ambition, and they want to help us achieve and sustain the greatest and fastest possible improvement in the health and wellbeing of Oldham's residents. The aim is to achieve this by assisting residents to secure the right type of housing at the right time. This approach should see a positive outcome for some of our most vulnerable residents.

To assist with the aspirations of the new Housing Strategy, the current Allocations Scheme needed to be reviewed. The Scheme was last reviewed in February 2016. The Allocations Scheme sets out how Council owned properties and nominations to housing association properties within the Borough are let to applicants on the Housing Needs Register.

If approved, the new proposals for the Allocations Scheme will support the Council and its partners in delivering these aspirations by:

- Enabling the Council and its housing association partners to make more efficient use of existing and new resources.
- Provide a clearer and stronger focus on meeting the needs of those households in the greatest housing need.
- Better manage customer expectation.
- Reduce pressure on the homelessness service.

Since the last review, the Council and its housing association partners have seen an unprecedented demand for social housing in the borough. The latest proposals aim to tackle this issue as well as enable the Council to better manage the expectation of households on its Housing Needs Register.

There are currently over 24,000 households on the Council's Housing Register, but only around 5,000 of these are in recognised housing need who have been awarded 'reasonable preference' by the Council; in other words, they have been given priority in line with the principles set out in Section 167 of the Housing Act 1996.

The new proposals for the Allocations Scheme have a clearer focus on supporting households who have been identified as having a recognised housing need and who fall within the reasonable preference categories as defined. This focus aligns with the new housing strategy by delivering a more sustainable approach to effectively managing resources which in turn can be used to support our more vulnerable residents.

The new proposals will also support the Council's co-operative principles in encouraging households to take greater responsibility on the choices they make of where they want to live.

Recommendations

- (i) Note the contents of the new scheme
- (ii) Approve the new Allocations Scheme for implementation and distribution

1 Background

- 1.1 Section 167 of the Housing Act 1996 requires local housing authorities to have an allocations scheme for determining priorities of households on its housing register and procedures it will follow in allocating social housing. The procedures must include all aspects of the allocation process and must include a statement of the authority's policy on allocating accommodation and state whether applicants are offered a choice of housing accommodation or the opportunity to express preferences about the housing accommodation to be allocated to them.
- 1.2 Oldham council last reviewed its allocations scheme in February 2016 in order to tackle:
- a fall in demand for social housing
 - reduce refusals rate, and
 - attract new customers.
- 1.3 The current scheme allows 50% of homes to be let to people in housing need and the remaining 50% on a 'First Come, First Served' basis. The scheme is used by the council and most of the housing associations who have homes in Oldham. Collectively, the scheme is responsible for approximately 1,500 lets per year and covers over 90% of all social housing stock in the borough. The borough currently has a general needs housing stock of 20,852.

2 Current Position

- 2.1 Since the last review, there has been an unprecedented demand for social housing in the borough. Whilst the current scheme has helped to achieve one of our key objectives which was to attract new customers, managing the expectations of such a large number of households is proving extremely challenging. In the last 2 years the number of households on the council's housing register has increased from 10,000 to 24,118 households; of these 5,147 have been given reasonable preference by the council. In other words the council has recognised that these households are in housing need and therefore deserve a head start over others.
- 2.2 At the same time turnover of social housing has fallen from the average of 2,000 per annum to just 1,500, making difficult for the council to manage expectation of the all those on the register.
- 2.2 The issue has been further compounded by a 90% increase in homelessness locally and 80% nationally. At the time of writing the council has had to provide emergency accommodation to nearly 100 homeless households, some of these have been placed in accommodation outside Oldham as we do not have enough temporary accommodation to meet the current demand.
- 2.3 Against this backdrop the council can no longer justify allocating 50% of social housing on a first come first served basis.

2.4 Following some detailed consultation with elected members, registered providers and members of the public, it is proposed that the council considers a new allocations scheme, which includes the following proposals:

- The council only maintains a register of people with a recognised housing need. There are currently 5,147 households who have been awarded varying degrees of priority by the council for a range of reasons. New applications will only be accepted if the applicant has a recognised housing need.
- The 18,971 households currently on the register who have no housing need will be removed from the register but kept on a separate mailing list so that the partners, including the council, can promote other housing products, e.g. shared ownership products and private rented properties which may be more suitable for them. Any social housing homes that fails to let via our Choice Based Lettings scheme may also be offered to them.
- The council has a specific focus on rehousing homeless households and other needs groups such as people with a serious medical condition, high risk victims of domestic violence, severe overcrowding, residents who're subject to CPOs and those looking to move on from supported accommodation and residential care.
- The scheme continues to reward people on the register (within certain individual bands) who qualify under the council's WorkingXtra initiative. These will be households who are in housing need and are working, or on a work related training programme, volunteering in their community or supporting a household member.

2.5 The new proposals, if approved, will:-

- Enable the council and its housing association partners to make better and efficient use of existing and new resources.
- Provide a clear and stronger focus on meeting the needs of households in the greatest housing need.
- Better manage customer expectation.
- Reduce pressure on the homelessness service.

2.6 The full draft policy covering the above proposals is attached for consideration in Appendix 1 of this report. Subject to approval, the revised scheme will be uploaded on the Council's website.

2.7 An Equality Impact Assessment of the new scheme is attached at Appendix 2.

3 **Options/Alternatives**

3.1 Option 1

Amend the Allocations Scheme as detailed in Appendix 1 to ensure it meets all legislative requirements and responds to the current operating environment

3.2 Option 2

Do nothing. Do not update the Council's Allocations Scheme.

4 Preferred Option

4.1 Option 1 is the preferred option, as the new scheme will be able to respond to the issues highlighted in this report and ensure it meets all legislative requirements.

5 Consultation

5.1 Detailed consultation took place between October and December 2018 with residents, elected members, housing associations and other stakeholders, including service users. Methods included individual discussions with elected members, partners and an online questionnaire. The overall response to the proposals has been very positive.

6 Financial Implications

6.1 The Council's Housing Register and Choice Based Letting (CBL) scheme is administered by First Choice Homes using the Locata database. Changes proposed in the scheme will require substantial structural changes to the database which is estimated at £25k.

6.2 The cost of the required changes and promotion of the new allocation scheme will be met from the Common Allocations Framework budget which is currently held by Oldham Housing Investment Partnership (OHIP).

6.3 There are no direct financial implications to the Council as a result of amending the Social Housing Allocation Scheme policy. (John Hoskins)

7 Legal Services Comments

7.1 The proposals are within powers and take into account all the relevant legislations, including the Homeless Reduction Act 2017.

7.2 A decision to change an allocations scheme must be made having regard to the authority's homelessness strategy and tenancy strategy, which are listed as background papers. Any member not familiar with either document should contact the author.

7.3 A decision to implement a major change must be preceded by the sending of a copy of the draft scheme, or proposed alterations, to every registered provider with which the authority has nomination arrangements and affording those persons a reasonable opportunity to comment on the proposals.

7.4 The decision must be made with due regard to the council's duty under the Equality Act 2010, which requires the council to have due regard when taking decisions to the need to:

- Eliminate discrimination, harassment, victimisation or other prohibited conduct.
- Advance of equality of opportunity between persons who share a relevant protected characteristic and those who do not share it.
- Foster good relations between those who share a relevant characteristic and those that do not share it.

7.5 Having due regard to the need to advance equality of opportunity is further defined as having due regard to the need to:

- Remove or minimise disadvantages connected with a relevant protected Characteristic.
- Take steps to meet the different needs of persons who share a relevant protected characteristic.
- Encourage persons who share a relevant protected characteristic participate in public life or any other activity in which they are under- represented.

7.6 The decision-maker should be mindful of these needs when making the decision, including consideration of the equality impact assessment. (Alex Bougatef – Group Lawyer, Litigation)

8. **Co-operative Agenda**

8.1 The revised Allocations Scheme will enable us to make best use of housing stock in the borough and strengthen our partnership with housing providers. The community contribution element (WorkingXtra) within the Scheme will also contribute towards stimulating the local economy. (Zillur Rahman)

9 **Human Resources Comments**

9.1 There are no Human Resource implications as a result of this strategy. Human Resource implications might arise when specific policies or actions are implemented in line with the Scheme. (Lauren Jones, HR Business Partner)

10 **Risk Assessments**

10.1 No comments

11 **IT Implications**

11.1 There will be no direct IT implications for the Council. To implement the new proposals will require changes to FCHO's Locata database. The Council has received assurances from FCHO that they will make the necessary system change to implement new the proposals which will be funded from the Common Allocations Framework budget. (Alison Heneghan, ICT Client Team Manager)

12 **Property Implications**

12.1 There are no property implications for the Council. (Bryn Cooke, Head of Housing Strategy)

13 **Procurement Implications**

13.1 There are no immediate procurement implications as a result of a change in the scheme. However if in the future any outsourcing requirements are identified Commercial Services will ensure that any process will comply with the Council's Contract Procedure Rules. (Emily Molden – Sourcing & Contracts Consultant).

14 **Environmental and Health & Safety Implications**

14.1 There are no environmental and health and safety implications as a result of this strategy. (Zillur Rahman)

15 **Equality, community cohesion and crime implications**

15.1 The outcome of this Scheme is intended to develop more cohesive communities.

16 **Equality Impact Assessment Completed?**

16.1 Yes

17 **Key Decision**

17.1 Yes

18 **Key Decision Reference**

18.1 HSG-06-18

19 **Background Papers**

19.1 The following is a list of background papers on which this report is based in accordance with the requirements of Section 100(1) of the Local Government Act 1972. It does not include documents which would disclose exempt or confidential information as defined by the Act:

Name of File:

Oldham Council's Allocations Scheme February 2016

Oldham Council's Homelessness Strategy

Oldham Council's Tenancy Strategy and Policy

Housing Act 1996, s.167

Localism Act 2011, ss 145-149

Records held in People and Place directorate, Room 310, Civic Centre, West Street.
Oldham.

Officer Name: Victoria Wood

Contact No: 0161 770 4680

20 **Appendices**

20.1 Appendix 1 - Equality Impact Assessment

20.2 Appendix 2 - Housing Allocations Consultation Summary

20.3 Appendix 3 - Oldham Council's Allocations Scheme February 2019

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Appendix 1

Equality Impact Assessment



Stage 1: Initial screening

Lead Officer:	Zillur Rahman
People involved in completing EIA:	Zillur Rahman
Is this the first time that this project, policy or proposal has had an EIA carried out on it? If no, please state date of original and append to this document for information.	No

General Information

1a	Which service does this project, policy, or proposal relate to?	Oldham Council's Social Housing Allocations Scheme
1b	What is the project, policy or proposal?	Oldham Council has a statutory duty to assess the impact of its policies and to promote equality of opportunity in its communities. The Council's Housing Allocations scheme is relevant to any person seeking social housing in Oldham. Access to decent, affordable housing is important in providing the basis of opportunity for people to play a full part in the community. The Council makes approximately 1,500 housing lettings each year. The scheme therefore has a high impact as it has a direct effect on service users, many of whom are relatively disadvantaged or vulnerable. The allocation of social housing is instrumental to delivering the Government's priority on promoting cohesive and sustainable neighbourhoods.
1c	What are the main aims of the project, policy or proposal?	The main aim of the scheme is to address housing need by prioritising applicants based on their individual circumstances and levels of need. The scheme is needed to ensure there is clear and transparent process on how to access social housing throughout Oldham. The scheme explains how we allocate housing, how we match people who apply for our homes that become available. The council needs the scheme to ensure that anyone wishing to apply for housing with the council knows how to do it and understands the processes involved.
1d	Who, potentially, could this project, policy or proposal have a detrimental effect on, or benefit, and how?	This proposal, if implemented, will affect all 24,000 households currently on the Council's Housing Register as well as new customers joining the Register.

1e. Does the project, policy or proposal have the potential to <u>disproportionately</u> impact on any of the following groups? If so, is the impact positive or negative?				
	None	Positive	Negative	Not sure
Disabled people		P		
Particular ethnic groups	N			
Men or women (include impacts due to pregnancy / maternity)		P		
People of particular sexual orientation/s	N			
People who are proposing to undergo, are undergoing or have undergone a process or part of a process of gender reassignment	N			
People on low incomes		P		
People in particular age groups	N			
Groups with particular faiths and beliefs	N			
Are there any other groups that you think may be affected negatively or positively by this project, policy or proposal?		Members of the Armed Forces		
Positive impact of households with immediate housing needs		P		

If the answer is “negative” or “unclear” consider doing a full EIA

1f. What do you think that the overall NEGATIVE impact on groups and communities will be? <u>Please note that an example of none / minimal impact would be where there is no negative impact identified, or there will be no change to the service for any groups.</u> Wherever a negative impact has been identified you should consider completing the rest of the form.	None / Minimal	Significant
	Minimal	

1g	Using the screening and information in questions 1e and 1f, should a full assessment be carried out on the project, policy or proposal?	No
1h	How have you come to this decision?	Whilst proposed changes are significant, the changes will positively impact on vulnerable households and those in the greatest housing need.

Appendix 2

Social Housing Consultation Summary

Overall 48 respondents completed this questionnaire.

Q1. To what extent do you agree or disagree with our proposal that we should priorities allocation only to those who qualify for Reasonable Preference and accept new applications from only those who have a recognised housing need?

Agree 46%

Strongly agree 34%

Strongly disagree 12%

Neither agree nor disagree 5%

Disagree 2%

Why do you think this? Please include any suggestions for change you may have.

- Homelessness is at an all-time high, the Borough should be prioritising people that do not have anywhere to live.
- The aim of most Allocations Schemes is to be fair and transparent - if you are granting tenancies to those who have no housing need but displacing those who do, I do not see how this can be fair.
- Because of the extent of the need within the borough rather than the want, provision of suitable housing needs to be stepped up and recognise the profile of the need. Assessments for housing need should be accurate and thorough and the expectations of the customer should be managed.
- The property I now live in now was offered to people who did not need a ground floor flat or a shower room. I now have people who live above me both have children who run around. It's not their fault but when I feel unwell it's the last thing I need. It's fair to give to those who need not those who just want.
- Build or purchase more houses limit or change Greater Manchester's annual intake of refugees/asylum seekers which do not match the rest of the UK who require housing.
- Only accept and prioritise applications from locals. Annually review income of council house tenants to recommend whether they require cheap housing.
- I think the list for need is right.
- What about people like me who are paying very high private rents that they simply cannot afford and are therefore in extreme hardship and struggling with mounting debt and trying to manage bills that leave no money for food and necessities? My rent is £675 per month and social housing would solve the problem.
- I am a single man aged 67 who has a number of medical conditions which restrict my mobility, I recently applied for a ground floor flat in the same block of flats that I currently live in the flat in question was given to a man who is fit and able. Why could this flat not be allocated to me who struggles with stairs?

- Everyone has the right to Council housing, you already have a priority system. This would ensure those who have a recognised need will immediately be considered and would be more likely to be allocated a house. This would also be more efficient and practical.

Q.2 To what extent do you agree or disagree with our proposal to remove household with no housing need from the housing register but keep them on a separate mailing list so that they can access other housing products?

Agree 35%
 Strongly agree 33%
 Neither agree nor disagree 18%
 Strongly disagree 10%
 Disagree 5%

Please include any suggestions for change you may have.

- FCFS makes the assumption that someone already has a home. There are other alternatives to moving such as mutual exchanges.
- I am not sure that the registered provider partners would necessarily use this list for different housing products.
- Greater provision of such alternative properties at an affordable rent would be of benefit and all avenues of provision explored. We should not lose the benefit of communities which include a wider socioeconomic mix. Greater expectations of the private rented sector with stringent check on landlords.
- People move and don't remove their name on the list. I agree those people should be removed but a safety net in place so that the people with disabilities or mental problems can't be missed, priority should be given to the people that belong here.
- Disagree completely.
- Shared ownership is unachievable for people who can't afford basic living needs and private rented is precisely what I'm trying to escape as it is unaffordable. I am also able to easily find out about these products myself but they are of no use to me.
- The council needs to be looking at ways of providing more housing not pushing the problem elsewhere.
- As I stated no one gets private homes after homelessness intentional status. To buy home mortgage check application failed even British citizen so it will not root immigration out.

Q3. To what extent do you agree or disagree with our revised banding structure?

Agree 43%
 Strongly agree 36%
 Neither agree nor disagree 14%
 Disagree 5%
 Strongly disagree 2%

Please include any suggestions for change you may have.

- I agree that Care leavers should have priority as we are their corporate parents and should provide change to allow young people this accommodation option. Young people should be able to learn from their mistakes, where as a care leaver if accommodation is affected second chances should be given.
- Perhaps the definition of 'intentionally homeless' could be explored in more detail as this can include the most vulnerable people who have mental health issues which are ignored or not explored to any great extent.
- Those with medical or are in need of sheltered accommodation who now live in a ground floor flat with a shower room but needs help due to keep falling.
- There are some areas that need to be reconsidered as the banding was unfair to some people.
- I just agree with your list.
- I don't see how anyone with £60k savings can be eligible for social housing considering the lack of available housing when there are houses that can be bought outright for £60k.
- Intentionally homeless covers a wide range. Many people are in arrears due to high rents, the rent cap, change of circumstances and universal credit. Many single people are in private rent due to the lack of social housing and are soon in trouble financially as the rent is not covered by housing benefit.
- This seems fair.
- It's fair.
- I agree about under occupied because policy left them alone when overcrowded get property to live and avoid permanent homeless status.

Q4a. To what extent do you agree or disagree with our refusal policy?

Strongly agree 33%

Agree 30%

Neither agree nor disagree 16%

Disagree 14%

Strongly disagree 7%

Please include any suggestions for change you may have.

- I think that 12 months is a disproportionate length of time as is dropping to band 4 automatically.
- Would it not be better to drop one band?
- Care leavers up to the age of 25 should be provided this priority group, which should be extended and not retracted to those young people who are care leavers who have struggled with accommodation. No young person who is a care leaver should be made intentionally homeless.

- If people do refuse without a good reason they should be removed from the list for different amount of time 1, 3, 6, 9,12 months depends upon the reason given.
- It is unfair to others who also need housing.
- The refusal need to be looked into so that a full picture can be gained as sometime there are mitigating circumstances that affected their decision.
- When the reality of moving sinks in people could have a rethink.
- I see why the council wants to do this but if someone has a real housing need and is not able to find another property for 12 months this could make their situation much worse.
- Many homeless people difficult to contact due to their circumstances, i.e. not in one place to be easily contacted. Many also have other issues that make decision making not easy for them. You should have empathy not punishment! There is minimal to non support during the process and punishment is draconian!
- No one is intentional to rough sleep.

Q4b. To what extent do you agree or disagree with this proposal to remove application if a household refuses a second offer?

Strongly agree 47%

Agree 40%

Neither agree nor disagree 7%

Strongly disagree 5%

Disagree 2%

Please include any suggestions for change you may have.

- How many households do you envisage being housed from Band 4? This could create a lot of Appeals.
- If young people, support needs to be offered to assist with their understanding and needs, which need to be taken into account.
- If the expectations of the housing applicant are managed effectively at the outset and their requests are reasonable, perhaps complete removal from the system would be draconian.
- Not removed but will not be able to bid for 2yrs.
- Having already had a chance they should be removed for a period of at least 12 months.
- Their situation needs to be assessed not just taken off a list.
- Two refusals is enough.
- I don't think anyone should be removed from the register. This will only increase hardship. You should be looking at better support not ways to punish.
- I think this should depend on their reason for refusal.
- If an applicant refuses a 2nd offer then FC must discuss the reasons of refusal in detail.

- There are a lot of factors refusing an offer. Nobody wants to do that. Area, antisocial behaviour issues, the feeling of inside the house, all matters, it's better for them to say NO now rather than complaining later.
- Seems fair.
- No one want to be homeless person.
- Time costs money.

Q5a. To what extent do you agree or disagree with our policy of advertising properties daily on the My Move Oldham website?

Agree 47%

Strongly agree 40%

Neither agree nor disagree 7%

Strongly disagree 5%

Disagree 2%

Please include any suggestions for change you may have.

- It works for us.
- It only makes common sense.
- I'm happy for properties to be advertised daily. However, I don't think they need to be left on for 3-5 days as 1 day would suffice considering the amounts of bids that will be received in 1 day and the need for efficiency to save money and get people in suitable housing as quickly as possible.
- Wrong information is given about the properties. Staff should do the job they are paid for and advertise the properties with full correct information. I have complained about this numerous times and it is still an issue.
- Advertising properties on a daily basis including weekends and bank holidays. Strongly disagree with this, for example they put property on bidding on any time, people who is working struggling to bid and when property came on bidding for first come first served they get to miss out this is something that the council need do something about, people who need house does not get chance.
- My suggestion will be the property for the first came first served for example instead that opinion they need to change that opinion because there people need social housing need to be offer first then if there is no interest on that property then they put to first came first served
- The service needs to be as useful as possible.

Q5b. Do you agree with our policy on the length of advert?

Agree 50%

Strongly agree 31%

Neither agree nor disagree 14%

Disagree 2%

Strongly disagree 2%

Please include any suggestions for change you may have.

- People should be looking at the list every day to see what is on offer, sometimes more accommodation is added or taken off.
- Can see any reason for change.
- I just agree with the fact.
- I think they could be advertised for 1-3 days to speed up the process. Once the first person has bid, sometimes they are the ones who will receive the property on a first come first serve basis, so it's unnecessary and prolonging the process to have them listed for basically a week.
- Once again the advertising needs to be correct rather than shoddy as it is presently. I want to add something else about the social housing, the council need to take action on the properties where there is only 2 family members living in a 4 bedroom house and then there is a family of 8 living in a 2 bedroom house which just shows there needs some action needed.

Appendix 3



OLDHAM COUNCIL ALLOCATIONS SCHEME FEBRUARY 2019

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INTRODUCTION TO THE SCHEME

Introduction

1. The Housing Act 1996 (as amended by the 2002 Homelessness Act) requires local authorities to make all allocations and nominations in accordance with an allocations scheme. This scheme has been developed in line with relevant legislation and statutory guidance.
2. This document sets out the criteria which will be used to allocate social housing available to the council. The accommodation available to the council includes homes managed by Inspiral (Oldham Ltd) and Housing 21 under PFI contracts and those owned by Registered Providers with whom the council has a "Nominations Agreement."

3. As demand for social housing in Oldham exceeds supply, the main purpose of this scheme is to ensure that when deciding who will be offered social housing the council delivers its legal responsibilities and supports communities in Oldham by protecting the vulnerable and supporting people who make a valuable contribution in their community.

4. The council has established a Common Allocations Framework which makes it easier and simpler for customers to access social housing in Oldham. The Framework enables:

- operation of a single choice based lettings scheme access and allocations of homes in accordance with a single allocations scheme
- access to most of the social housing available in Oldham to those seeking housing
- consistency of access to housing provided by a range of landlords
- better communications and flow of information in the lettings process, and
- understanding of the housing needs in the borough.

5. The Framework comprises the majority of Registered Providers operating in Oldham, who work together to develop, implement and review the approach to allocations in the borough.

6. A list of the all the registered providers who are members of the Framework can be found at Appendix 7.

Amendments

7. This allocations scheme will be subject to review. Minor changes to the scheme will be approved by the Council's Executive Director of Neighbourhoods. If significant policy changes are required the Council will undertake statutory consultation with key stakeholders including Registered Providers, Councillors and customers.

Aims of the allocations scheme

8. As there is a continued substantial demand for rented housing across Oldham, this scheme seeks to achieve a balance between enabling the council to fulfil its statutory duty to give reasonable preference to those in urgent need of housing, to allow fair access to all eligible housing applicants and also to promote more sustainable communities by, for

example, giving priority to people who contribute to their community in various ways.

9. This allocations scheme aims to provide:

- A scheme that meets all legislative requirements.
- Make best use of our social housing stock to meet the needs of those in most urgent housing need and/or the most vulnerable.
- Ensure the Housing Needs Register reflects housing needs of the borough.
- Incentivise and reward those in housing need who are working or making a community contribution.
- Voids are let efficiently and in the minimum amount of time
- Create and support sustainable neighbourhoods and communities
- Choice to applicants balanced against the shortage of social housing.
- A scheme that ensures that no group or individual is discriminated against as a result of this policy and to promote equal opportunities.

The council and Registered Provider partners are committed to:

- developing and delivering fair rehousing services and policies
- improving access to housing services
- monitoring service outcomes to ensure that the Allocations Scheme is meeting its aims.

The council aims to operate a fair, non-discriminatory policy in letting properties which complies with the Equality Act 2010.

Allocations

10. The Housing Act 1996 Part 6 defines a Local Authority allocation as when a person is:
- Selected to be a secure or introductory tenant of Local Authority's owned housing accommodation.
 - Nominated to be a secure or introductory tenant of housing accommodation held by another agency or landlord.
 - Nominated to be an assured or introductory tenant of housing accommodation owned by a Registered Provider.
11. The tenancies offered may include fixed term tenancies. The types of tenancies offered by the Council and Registered Provider partners are described in the Council's Tenancy Strategy.
12. Oldham Council may not apply the Allocations Scheme to existing secure, assured or introductory tenants or licensees, unless that person makes an application for housing. Where a landlord requires a tenant to move (for example, to facilitate redevelopment or refurbishment), the Council will instead offer them suitable alternative accommodation in accordance with the provisions of Section 84 (2) (b) and Schedule 2, Part IV of the Housing Act 1985.
13. The following are not 'allocations' under this scheme and therefore are not therefore subject to this policy:
- All transfers initiated by the council, for example due to a tenant being displaced from their accommodation.

- Succession of a tenancy after a tenant's death.
 - Assignment by way of mutual exchange.
 - Transfer of a tenancy by a court under family law provisions.
 - The conversion of an introductory tenancy or starter tenancy into a secure or assured tenancy.
 - Identifying an occupant for temporary accommodation to house homeless households owed a duty under the homelessness legislation.
 - Nominations made not under Part 6 of the Housing Act 1996 for offers of assured tenancies, assured shorthold tenancies or other tenancies or licences from private landlords or housing charities who are not Registered Providers.
14. Registered Providers may transfer their own tenants within their stock. Transfers of existing tenants within a Registered Provider's stock are not subject to this allocations scheme. However Registered Providers may use the Council's Choice Based Lettings, which is the My Move Oldham website to advertise properties available for transfer. These will be labelled clearly as offering priority for existing tenants of the allocating landlord. Registered Providers who are part of the Common Allocations Framework may retain up to 15% of all of their available properties for transfers.

Legal requirements

15. Local Authorities are required to make allocations in accordance with a published allocations scheme, as described in the 1996 Housing Act (as amended by the 2002 Homelessness Act). The Housing Act also requires local authorities to publish their statement on offering applicants choice in relation to rehousing.
16. This policy complies with all the requirements of the Housing Act 1996 and takes into account all current statutory guidance including:
- 'Allocation of Accommodation: guidance for local housing authorities in England' issued in 2012
 - 'Providing social housing for local people: Statutory guidance on social housing allocations for local authorities in England' published in 2013
 - 'Right to Move: Statutory guidance on social housing allocations for local housing authorities in England' published in 2015.
17. The council is required by the Housing Act 1996 to provide the following information:
- A free summary of the housing allocations scheme. This is available at FCHO's main office at First Place, 22 Union Street, Oldham, OL1 1BE, plus the offices of Registered Providers. It is also available to download on the council's / My Move Oldham's website -www.oldham.gov.uk / www.mymoveoldham.co.uk
 - A full copy of the scheme. This is available on request. A reasonable charge may be levied for this.

Meeting housing need in Oldham

18. This scheme is based on:
- the recognition of reasonable preference categories that are set by law, i.e. those applicants who must be given reasonable preference under the council's allocations scheme.
 - Prioritise applicants for housing based on the needs of the local area.

- the principle that social housing priorities should be set on the basis of an applicant's housing needs.
19. Reasonable preference for housing must be given to those in the categories in the 1996 Housing Act, amended by the 2002 Homelessness Act, listed below. A full description of each of these categories and how they are applied is given in paragraphs 143-191 of this policy. The statutory reasonable preference categories cover:
- all categories of homeless people (whether or not the applicant is owed a statutory homeless duty and regardless of whether such cases have any local connection with Oldham Council).
 - people occupying insanitary, overcrowded or otherwise unsatisfactory housing.
 - people who need to move on medical or welfare grounds (including grounds relating to a disability).
 - people who need to move to a particular locality within the district to avoid hardship to themselves or others.
20. Oldham also has some groups of applicants to which it will give a local priority. These include:
- council and registered provider tenants who would like to move to a home with fewer bedrooms than they have now
 - applicants occupying council or registered provider owned homes with adaptations which they no longer need.
 - In addition to the statutory categories of Reasonable Preference the council has chosen to give RP to foster carers and households seeking to adopt a child.

Additional priority will be granted to reflect the needs of those applicants owed reasonable preference that the council believes have urgent housing needs.

Additional Preference will be granted to reflect the needs of those applicants owed Reasonable Preference that the council believes have urgent housing needs.

Applicants with Reasonable Preference may have their priority for housing reduced if they have higher levels of income or assets or are home owners with more than 30% equity in their home. Further details can be found at paragraphs 198 - 200.

Administering the allocations scheme

21. There is no statutory requirement for the Council to maintain a Housing Needs Register. However the Council has chosen to hold a register for applicants with a recognised housing needs.
22. The council has contracted FCHO to administer the Allocations Scheme on its behalf. References in this policy to the council mean FCHO who administers this scheme on the council's behalf. The council retains full responsibility for the policy itself (including any amendments to it) and for consulting Registered Providers and any other stakeholders on any proposed changes to the policy.
23. The administrative functions that the council has delegated to FCHO include (but are not limited to):
- processing all applications for housing

- decision making relating to eligibility to join the Housing Needs Register, and qualification for housing and housing priority for those with Reasonable Preference.
 - initial assessment of whether an offer of accommodation was reasonable in cases where it has been refused by an applicant on the Housing Needs Register
 - ensuring that advice and information about social housing allocations and the Allocations Scheme are available.
 - administration of My Move Oldham, which is the Council's Choice Based Lettings scheme.
24. FCHO will verify the circumstances of applicants with Reasonable Preference joining the Housing Needs Register to confirm the applicant's eligibility and qualification for housing, and their priority for housing.
25. Applicants who do not have a recognised housing need will not be accepted onto the Housing Needs Register.

Oldham Council's policy on choice

26. The Housing Act 1996 requires Local Authorities to publish a statement of the authority's policy on offering applicants choice in relation to rehousing.
27. Applicants will be asked to state those areas where they believe that they cannot live due to a fear of violence, harassment or domestic abuse. The Council will decide whether those fears are sufficient for not allocating accommodation in the areas stated. If the fears are considered to be sufficient, then the Council will not make an offer of accommodation in those areas, and the refusal of an offer in those areas will not adversely affect the application on the Housing Needs Register. Applicants should only bid for homes appropriate to their needs.

Monitoring and evaluation

28. The allocations policy will be reviewed periodically and may be amended, for example, to alter the allocations outcomes or to incorporate emerging best practice, case law or new statutory guidance relating to the allocation of accommodation.

Equality and diversity

29. The allocations scheme is intended to provide a fair approach to the allocation of homes, ensuring that no applicant experiences discrimination relating to the Protected Characteristics defined in the Equalities Act 2010.
30. Oldham Council is committed to providing clear and comprehensible information. Support will be offered to applicants who have difficulty reading or understanding this allocations scheme.

ELIGIBILITY AND QUALIFICATION FOR HOUSING

Eligibility for social housing

31. Applications for housing will be accepted by any person resident in the UK who is aged 16 years or over if they have income sufficient to meet their housing and everyday living costs. This financial assessment will consider eligibility for welfare benefits. Landlords may have special arrangements for the allocation of homes to tenants aged less than 18 years.
32. All individuals or households who qualify for housing under this Allocations Scheme (see paragraphs 38 - 43 below) and who are owed a full homelessness duty under sections 193 (2) or 195 (2) of the Housing Act 1996 will automatically be registered on the Housing Needs Register, with a registration date when they presented as homeless to the council.
33. Applicants who are not currently living permanently in the UK but are eligible for housing may apply for housing.

Applications for housing can be made by a sole applicant or joint applicants.

Applicants not eligible for social housing

34. Some categories of people are not eligible for social housing. These are defined in the Housing Act 1996 as:
- A person from abroad who is subject to immigration control within the meaning of the Asylum and Immigration Act 1996, unless he is of a class prescribed by regulations made by the Secretary of State. (this does not apply to existing Council or Registered Provider tenants).
 - Any other person as prescribed by the Secretary of State
35. Applicants who are not eligible for housing will not be registered on the Housing Needs Register and will not be made an offer of accommodation (whether they have Reasonable Preference or not).

Qualifying criteria

36. Applicants who do not qualify for housing will not be registered on the Housing Needs Register and will not be eligible for an offer of accommodation (whether they have Reasonable Preference or not). A person will not qualify for housing if:
- s/he or a member of the household is considered to be guilty of serious unacceptable behaviour, and
 - at the time of the application or offer of housing, they are still deemed to be unsuitable to be a tenant by reason of that behaviour.
37. An applicant will not qualify for housing if s/he or member of their household has a history of anti-social behaviour and/or criminal activity, including causing serious damage to a previous social or private sector tenancy for which a rechargeable repair bill has been raised. It will be the responsibility of the

housing applicant to demonstrate that their behaviour has changed sufficiently that they should be considered for an offer of housing.

38. An applicant will not normally qualify for housing if s/he or any member of the household use illegal substances unless there is evidence to show that they are adhering to a drug reduction programme and the support provider confirms this.
39. Unacceptable behaviour can include (but is not limited to):
1. Owing significant rent arrears
 2. Failing to comply with a current or past tenancy agreement with a council, Registered Provider or private landlord
 3. Conviction for illegal or immoral purposes
 4. Causing nuisance and annoyance to neighbours or visitors
 5. Committing certain criminal offences in or near the home and still posing a threat to neighbours or the community
 6. Being violent towards a partner or members of the family
 7. Allowing the condition of the property to deteriorate
 8. Allowing any furniture provided by the landlord to deteriorate due to ill treatment
 9. Obtaining a tenancy by deception, for example, by giving false information
 10. Paying money to illegally obtain a tenancy
 11. Losing accommodation provided in connection with employment due to conduct making it inappropriate for the person to reside there
 12. Abandoning a previous tenancy
 13. Misusing prescribed or illegal substances unless there is evidence to show that the applicant is adhering to a drug reduction programme and the support provider confirms this
 14. Behaving in a threatening manner.
40. If an applicant is disqualified the Council will write to the applicant to inform them of the decision and the grounds for it. A disqualified applicant may reapply for housing in the future if they can demonstrate that there has been a significant improvement in their behaviour.
41. The council will determine whether the applicants with Reasonable Preference should qualify for the Housing Needs Register. The allocating landlord will determine whether applicants without Reasonable Preference qualify for an allocation.

ALLOCATIONS APPROACH

Common Allocations Framework

42. A Common Allocations Framework is in place in Oldham. The Registered Providers who are members of the framework allocate the majority of the homes they have available through My Move Oldham. The partners of the Common Allocations Framework share this policy for the majority of lettings.
43. As demand for social housing exceeds supply, the allocations scheme must deliver an approach which efficiently and effectively identifies suitable tenants for available homes, while ensuring that the Council is meeting its statutory duty of meeting housing needs in the borough.
44. For members of the Common Allocations Framework up to 15% of the total number of available properties may be retained for transfer applicants.

Nominations

45. Registered Providers who are not part of the Common Allocations Framework have a nominations agreement with the Council which defines the percentage of properties that will be made available for allocation by the Council. Properties for nomination will be advertised on My Move Oldham website and a list of suitable nominees will be submitted to the Registered Provider requesting the nomination. If a suitable tenant is not identified the landlord may select an alternative method to find a suitable tenant.

Choice Based Lettings

46. Most applicants will be able to access the Choice Based Lettings system to find a home. When an applicant sees a home advertised that they would like to live in, they should express an interest in that property by submitting a bid online or by other means in line with agreed procedures. Staff will be available to help if required.
47. Applicants should only bid for properties that they are eligible for and the type of property that they would like to move into.
48. For all advertised properties, bids will be checked against the criteria used in the advertisement. Any bids that do not meet the criteria may be bypassed.
51. The applicant to be offered the property will be contacted to verify their circumstances. Provided the applicant is eligible, qualifies, is suitable for the property and the applicant passes the sustainability risk assessment, an offer of the property will be made and a viewing arranged.
52. If the applicant refuses the property or the applicant fails the

sustainability risk assessment (see paragraphs 107 - 109), then it will be offered to the next applicant on the shortlist. If no suitable tenant has been identified the allocating landlord may make the property available to the people on the 'Mailing List.'

When properties will be advertised

53. Properties may be uploaded at any time. Each listed property will have a closing date within which the customers will need to register their bids.
54. Large family homes of 4 and more bedrooms and newly-built homes will be advertised for a minimum of 5 working days.
55. All properties advertised on which the landlord receives at least 2 weeks' notice of tenancy termination will be advertised for a minimum of 3 working days, commencing at any time.
56. Where the landlord accepts a shorter notice of less than two weeks or there has been an eviction, these will be advertised for a minimum of 48 hours.
57. Saturdays, Sundays and public holidays are included in the duration of the advert. For example, an advert for a property advertised at 13.30 on the Thursday before Good Friday would normally state that bids may be made until 09:00 on the Tuesday of the following week.

MAKING AN APPLICATION

About My Move Oldham

58. My Move is an online service operated by FCHO, on behalf of the council, enabling applicants to apply for social housing in Oldham. Properties from several landlords will be advertised through the My Move Oldham website and all applicants on the Housing Needs Register will be able to view and bid for properties.
59. Making an application, bidding for properties, renewing applications and submitting change of circumstances form can only be done online except in exceptional circumstances.
60. Applicants who do not have access to the internet can access the My Move website free of charge at FCHO's offices at First Place, 22 Union Street, Oldham, OL1 1BE. Alternatively, free internet access is available in public libraries throughout the Oldham area.
61. FCHO can also provide support and assistance to applicants in completing the online form at their offices.
62. A valid e-mail address will be required for all applications and e-mail may be used as a primary point of contact for applicants. Where an applicant does not have an e-mail address, FCHO can provide advice on how to sign up for a free account.

Making an application

63. Anyone can apply to join the Housing Needs Register by visiting www.mymoveoldham.co.uk website. However, only applicants who have a recognised housing need will be accepted (for more information on recognised housing need see paragraphs 143).
64. FCHO will review all the application and apply any banding within 10 working days of the application being submitted or, if a homeless applicant, once a decision has been reached on a person's homelessness application.
65. Where there is a need to visit an applicant or make further enquires to confirm an applicant's circumstances, any band will be awarded will be provisional pending that visit or confirmation of circumstances.

Online Security

66. On registration, applicants will be required to provide a username and password which they will use to login to the service. Applicants should take responsibility for choosing a secure password and keeping this private.
67. If an applicant forgets their password, this can be reset from the My Move Oldham website. Password reset/reminder information will be

sent to the e-mail address of the main applicant, for this reason it is important that all applicants provide their own e-mail address.

68. FCHO, OMBC or any landlord partners will never ask an applicant for their username and password.

Registration

69. FCHO will aim to process applications and decide on eligibility, qualification and priority as quickly as possible. In order to assist this process, every applicant should answer each question on the online application form accurately and fully and provide evidence of his/her immigration status and nationality, including identity of all others to be rehoused in the same household.
70. All applicants will be required to provide the following documents:
- Proof of identity and residence for all persons included on the application. The following provide acceptable proof of identity: passport, identity card (issued to certain foreign nationals), photo driving licence, birth certificate or written confirmation from a professional person or support agency.
 - Proof that they are still eligible persons.
 - Proof of current address.
 - Proof of income.
 - Other documentation as appropriate.
71. Evidence of antisocial behaviour and outstanding housing debts will be checked and include police checks where applicants have indicated an 'unspent' conviction.
72. Landlord references (current / previous) will be sought where the applicant has held a private or social housing tenancy.
73. Once an application for accommodation has been submitted to FCHO, it will:
- Confirm receipt of the application within 20 working days.
 - Allocate a banding to the application within 15 working days following registration or, if a homeless applicant, once a decision has been reached on a person's homelessness application. N.B. where there is a need to visit an applicant or make further enquires to confirm an applicant's circumstances, any band will be awarded will be provisional pending that visit or confirmation of circumstances.
 - If there is a need to visit an applicant, or an interview needs to be arranged to clarify details contained on the form, arrangements will be made within 10 working days of receipt of the application.
 - Confirm any final banding in writing within 10 working days of any such interview, visit or the completion of further enquiries.
74. The service standards for housing applicants are set out in Appendix 4.

Change of circumstances or details

75. Applicants must notify FCHO when there is a relevant change in their circumstances using the form provided on the My Move website. FCHO will make any necessary amendments to their application within 10 working days of the form being submitted.
76. Relevant changes include, but are not limited to:
- Changes of address for themselves or any person on their application.
 - Changes to contact details including e-mail address, mobile or landline phone numbers
 - Any additions to the family.
 - Any other person(s) they would wish to joint the application N.B. it is for the council to decide whether they will allow a person(s) to join the application.
 - Any member of the family or any other person on the application who has left the accommodation.
 - Improved or worsening housing conditions.
 - Any change in income or savings.
77. Appropriate action will be taken based on how an applicant's circumstances have changed. This may include changing an applicant's priority banding or eligibility for a particular type of housing such as sheltered housing. Applicants will be removed from the Housing Needs Register if they are no longer eligible for housing or it is decided that they are not a qualifying person.
78. Applicants who have had a change of circumstances and have not informed FCHO may have their application suspended whilst an investigation takes place. If following investigation an applicant is found to have made a false or deliberately misleading statement in connection with their application, it is possible, depending on the circumstances, that the council will decide that they are not a qualifying person or their priority within this allocation scheme may be reduced.

Renewal of applications

79. Every 12 months after registration, FCHO will contact to each applicant asking if:
1. The applicant wishes to remain on the Housing Needs Register.
 2. There has been any change of circumstance.
 3. The applicant still wants the same type of housing.
 4. The applicant needs additional help and support.
80. Applicants will be given 28 days to reply.
81. If there is no reply within 28 days, the case will be reviewed and the application may be removed from the Housing Needs Register. The review will consider if further attempts should be made to contact the

applicant or whether other action should be taken. This may include providing additional help or support to the applicant, updating information on the Housing Needs Register or changing the priority banding.

Cancellation of applications

82. Applications may be cancelled for one or more of the following reasons:

- An applicant requests cancellation by writing to FCHO at 22 Union Street, Oldham, OL1 1BE
- An applicant's circumstances change and they are no longer eligible
- It is decided that an applicant is not a qualifying person.
- An applicant fails to return a review form.
- An applicant is found following investigation to have made a false or deliberately misleading statement in connection with their application. In such cases the applicant may be suspended for at least 12 months depending on the seriousness of the false or misleading statement.
- An applicant has been housed in a secure or assured tenancy by Oldham Council (FCHO), another local authority or a housing association in or outside the Oldham area.

PROVISIONS RELATING TO ALL ALLOCATIONS

Property size eligibility

83. The Government's Bedroom Standard will be used to assess the property size appropriate for the household. Applicants will normally only be considered for accommodation with a suitable number of bedrooms or bed spaces for their household.
84. The number of bedrooms required by a household may be increased if there is a confirmed reason which absolutely necessitates their having a separate bedroom and their current accommodation is not adequate. Foster carers and households applying to adopt a child may have their bedroom requirement increased if their current home has been deemed to be too small for the addition of a child to the household.
85. When allocating family accommodation, preference will be given to families with children under 16. Households with children who have learning or physical disabilities and are over the age of 16 will be eligible for family accommodation.
86. Under-occupancy may be considered where there are overriding health, care, welfare or social circumstances in exceptional circumstances (e.g. applicants requiring rooms for carers or equipment etc.)
87. Under-Occupancy would normally only be allowed to a maximum of 1 bedroom and would be subject to the affordability assessment.
88. Where a property is not successfully allocated to an applicant needing that size of home the landlord may consider under-occupying the property.
89. Where this occurs preference will be given to applicants who have sufficient financial resources to pay the rent and are:
 - Receiving care or support and need an extra room for care needs/equipment
 - Of pensionable age with a requirement for an extra bedroom
 - Parents with access to children in the custody of others subject to the affordability assessment
 - Other applicants who can evidence a real need for an extra bedroom who can also evidence they can afford to pay the rent

WorkingXtra

90. This Allocations Scheme seeks to recognise and reward those who work or who make a contribution to the community. This approach is not only aligned with the Council's cooperative values but is also supported by national policies focussed on supporting hard working families, and statutory guidance for housing allocations.

91. In accordance with the Right to Move statutory guidance at least 1% of annual vacancies will be advertised with additional priority for out of borough applicants who qualify for WorkingXtra as one or more members of the household meets the definition of working provided. Where there are no suitable applicants who meet the workingXtra criteria the offer will be made to the next suitable applicant.
92. WorkingXtra is a measure of applicants' commitment and contribution to Oldham. To qualify for WorkingXtra status, at least one member of the applicant's household must be working, volunteering, taking part in approved training or acting as a carer. These are defined as follows:
93. **Working** - this is defined as working for at least 16 hours / week. At least one adult household member must have been employed for at least six months. For the purposes of this policy, employment can mean a permanent contract, working as a temporary member of staff or being self-employed. Proof will be required, e.g. contract of employment, payslips, P60, bank statements, verifying letter on headed paper.
94. **Approved training** – at least one adult household member must be taking part in approved work-related training. The following are examples of approved courses:
- Modern apprenticeship
 - NVQ levels 1, 2 and 3

Proof of enrolment, attendance, satisfactory progress, etc. will be required.

95. **Volunteering** – this is defined as carrying out voluntary activities for a minimum of 16 hours / month with an approved organisation. The following types of organisations are approved:
- A constituted tenants / residents organisation registered with Oldham Council, FCHO or a Registered Provider
 - A registered charity
 - A not for profit organisation

The qualifying person must have been carrying out voluntary activities for at least six months. Proof will be required, e.g. verifying letter on headed paper.

96. **Registered carer** – where the applicant (or someone in the applicant's household) caring for another member of the household.

Verification for all WorkingXtra priority will be sought at point of application for applicants on the Housing Needs Register and at point of offer for all other applicants for WorkingXtra properties.

97. The 'WorkingXtra' criteria will be reviewed each time the Allocations Scheme is reviewed.

Local Lettings Policies

98. Registered Providers may develop local lettings policies for certain neighbourhoods to address specific local issues and/or to help to build sustainable communities. Properties which are subject to a local Lettings Policy will have additional criteria applied in relation to the applicants who are eligible to apply for the property.
99. The Council will make the decision about whether to implement a Local Lettings Policy. Any decision to implement a local lettings policy will always take into account the implications for equal opportunities and the need for the council's scheme overall to meet the allocation needs of those owed a Reasonable Preference. Local lettings policies will be subject to review at least every 12 months, or more frequently if required. The review will consider whether the policy is still relevant and effective.
100. The Council reserves the right to apply any criteria to local lettings policies whilst meeting the statutory duty for Reasonable Preference.

Applications from and allocations to board members, staff members and councillors

101. In order to ensure that the council is seen to treat all applicants fairly, the application form will ask the applicant to identify any applicant or member of the applicant's family who is an:
 - Elected member of Oldham Council.
 - Employee of the council, FCHO or any Registered Provider operating in Oldham.
 - Board member of FCHO or any Registered Provider operating in Oldham.
102. Family members are defined as anyone who shared a legal or blood bond. Legal bonds include marriages, civil partnerships, adoptions, and guardianships. Blood bonds exist between individuals who are directly related through a common ancestor. This includes both close and distant relatives such as siblings, parents, grandparents, aunts, uncles, nieces, nephews, and cousins.
103. Applications to the Housing Needs Register from those who meet the criteria above and who have Reasonable Preference will be assessed in the normal way, but registration, eligibility, qualification, and the assessment of Reasonable Preference will require the approval of two senior officers employed by the landlord.
104. Any allocation of accommodation to those with or without Reasonable Preference will require the joint approval from a senior officer of the relevant Registered Provider and the Director of Community Services.

Applicants in prison or on remand

105. Applicants with Reasonable Preference already registered on the

Housing Needs Register, who are then sent to prison or placed on remand, will be able to remain on the Housing Needs Register, but their application will be suspended. They will be advised to contact the Housing and Advice Service with confirmation of the date of their release from custody or remand to enable their records to be updated. Applicants can actively bid for properties up to 56 days before their release.

106. Eligible applicants with Reasonable Preference not previously registered on the Housing Needs Register, who wish to apply from prison or a remand centre may do so. Their application will remain suspended until the date of their release is established. 56 days before their release date the application will be fully approved on the Housing Needs Register and they will be able to bid for homes and may be eligible for an offer of accommodation.
107. Applicants without Reasonable Preference can bid for homes up to 56 days before their release date.
108. If an applicant will be homeless or threatened with homelessness on their release from custody or remand, they can request an interview with the Housing and Advice Service.

Sustainability risk assessment

109. A Sustainability Risk Assessment will be used to determine if an applicant has the skills and financial means required to manage a tenancy. This may include an affordability assessment. The risk assessment may be carried out before a firm offer of accommodation is made. It is the responsibility of the Landlord offering the tenancy to undertake such checks. The applicant will not be charged for this assessment.
110. If the applicant is considered to be medium or high risk, this does not necessarily deem them unsuitable for housing. Tenancies may be offered subject to specific conditions, such as the requirement to engage in tenancy support either from the Landlord or partner agencies. All conditions are subject to Landlord discretion.
111. In extreme cases applicants may be classed as unsuitable and deemed too high risk to sustain a tenancy. In these cases the reason for the unsuitability will be explained and the applicant will have the right to request a review of the decision by the Landlord.

Applicants requiring support

112. If an applicant has been assessed as needing support to sustain a tenancy and such support is not in place, has been declined or cannot be arranged before the proposed tenancy commencement date, the applicant will be rejected until such support is in place.

APPLICANTS WITH REASONABLE PREFERENCE

The Housing Needs Register

113. While there is no statutory requirement to maintain a Housing Needs Register, the council believe that there are significant benefits to operating a Housing Needs Register.
114. An applicant's eligibility to join the Housing Needs Register will be kept under review. For example, if new information about an applicant's circumstances becomes apparent it may alter an applicant's priority for rehousing or their eligibility for the Housing Needs Register.

Ineligibility to join the Housing Needs Register

115. There are some circumstances in which an applicant may not be eligible to join the Housing Needs Register regardless of their eligibility for an offer of social housing, qualification to join the scheme and housing need. These are described below

- a) Non-compliance with any current or former tenancy agreement

This applies where the council is satisfied, on the basis of reasonable evidence, that an applicant (or a member of their current or prospective household) has:

- Abandoned a previous tenancy.
- Failed to maintain any current or previous social or private sector rented property within the terms of their tenancy agreement.
- Has committed acts causing or likely to cause nuisance or annoyance to their neighbours or others in the locality where they live or where they have previously lived.

116. Ineligibility for the Housing Needs Register will apply until the applicant (or a member of their prospective household) has demonstrated to the satisfaction of the council that their behaviour has improved significantly. In some cases, this will involve co-operating with support agencies. In most cases an applicant will be considered to be eligible to join the Housing Needs Register where there has been no cause for complaint or concern against the applicant (or members of their prospective household) for a reasonable amount of time.

117. b) No local connection

In most cases applicants who lack a local connection to Oldham will be ineligible to join the Housing Needs Register. Local connection with Oldham will be assessed under the definition contained in section 199 of the Housing Act 1996.

118. For the purposes of determining local connection, living in Oldham means living in permanent accommodation and will not include:

- Occupation of a mobile home, caravan or motor caravan which is not placed on a residential site.
- Occupation of a holiday letting which includes a permanent building, hotel or bed and breakfast accommodation for the purposes of a holiday.

119. There are exceptions to the exclusion of applicants with no local connection from the Housing Needs Register. Applicants without a local connection but has a recognised housing need will be eligible for the Housing Needs Register if they:

- work in Oldham
- are in a work-related training placement in Oldham
- are volunteering or supporting a vulnerable family member in Oldham
- are currently serving in the regular forces or who were serving in the regular forces at any time in the five years preceding their application for an allocation of social housing
- family members who have been resident in the district for a period of at least five years at the date of application from homelessness assistance
- Are bereaved spouses or civil partners of those serving in the regular forces where (i) the bereaved spouse or civil partner has recently ceased, or will cease to be entitled, to reside in Ministry of Defence accommodation following the death of their service spouse or civil partner, and (ii) the death was wholly or partly attributable to their service
- existing or former members of the reserve forces who are suffering from a serious injury, illness, or disability which is wholly or partly attributable to their service
- have been determined as being owed the full homelessness duty by the council under section 193 (2).

120. c) Deliberate worsening of circumstances

The Council will make a decision based on the circumstances of any individual case of an applicant deliberately worsening their circumstances in order to gain priority for housing, and where appropriate may decide to exclude the applicant from the Housing Needs Register.

121. Applicants who are ineligible to join the Housing Needs Register for the reasons described can ask for their details to be included on the Mailing List in order to be considered for other products from the landlords, e.g. private rented, shared ownership.

Removal of applications

122. If, at any stage, the applicant refuses a reasonable offer of

accommodation the application will initially be downgraded to Band 4 for 12 months. After the 12 months their application will be not automatically re-instated but an assessment of their housing need will be carried and they will be awarded a priority based on their circumstance at that time of the new assessment. If during the 12 months, the applicant(s) refuses another reasonable offer, their application will be removed from the Housing Needs Register for a period of 6 months.

123. Applications may also be removed from the Housing Needs Register for one or more of the following reasons:
- An applicant requests removal
 - An applicant's circumstances change and they are no longer eligible for social housing
 - An applicant is no longer in housing need
 - It is decided that an applicant is not a qualifying person
 - An applicant is found following investigation to have made a false or deliberately misleading statement in connection with their application. In such cases the application may be removed from the Housing Needs Register depending on the seriousness of the false or misleading statement
 - An applicant is not eligible for the Housing Needs Register.
 - An applicant has been housed in a secure or assured tenancy by Oldham Council (FCHO), another local authority or a housing association in or outside the Oldham area
 - An applicant has failed to bid for suitable properties which were advertised over a 12 month period.

Awarding priority

124. The assessment of housing need will be carried out and where the case involves a medical or disability assessment, the applicant will be asked to complete a self-assessment questionnaire as part of the online registration process. In assessing priority under Reasonable Preference, the questionnaire will be reviewed by the Community Occupational Therapy team or other relevant health care professional and further assessment requested as required.
125. In order to assess an applicant's place on the Housing Needs Register, the council uses a needs-based banding system, summarised in appendix A of this policy. The bands are awarded to reflect housing need, whereby the needs included in the highest band reflect the greatest need for housing. Waiting time will be used as the criteria to prioritise applicants that fall into each band. This principle applies to all bands in the Housing Needs Register. There may be exceptional circumstances where allocations are made outside of waiting time, for example, when allocating heavily adapted homes the applicants whose needs are best met by the property may be made an offer.
126. A priority band will be awarded after the applicant's housing need has been assessed. The priority band reflects individual circumstances and

housing need and gives priority in terms of rehousing. An applicant's position within their allocated band will be determined by the date they were registered for that band.

Allocating homes

127. Most applicants on the Housing Needs Register will be able to bid for any suitable accommodation available through the Choice Based Lettings System on the My Move Oldham website.
128. Shortlisting of applicants for a property advertised will be based on the priority of bids received, with Band 1 applicants having the highest priority and Band 4 applicants having the lowest priority. Where a property may be advertised as available for letting to a specific band or group only, the letting will be made to the bidder with the earliest registration date in that group.
129. If bids for properties are received from applicants in the same priority band, then the person who has been registered longest in that band will be offered the property. If two or more applicants were awarded priority on the same date, then the home will be awarded to the applicant with the earliest registration date. If two or more applicants have the same priority and registration date, the allocating landlord will take all relevant factors into account in deciding which applicant should get the offer.
130. Where a property is adapted for use by a disabled person, the property will be offered to the applicant with the highest priority whose needs best match the facilities of the particular property. Where a particular property has been purpose-built or specially adapted, the council in consultation with the Community Occupational Therapist may make a direct offer or bid specifically on behalf of applicants whose needs can be best met by the property.
131. Some properties may be offered through Direct Matching (see paragraph 138).
132. Applicants on the Housing Needs Register will be expected to bid for suitable homes without any intervention or assistance for 6 months following their date of application.
133. After the initial 6 months, if no suitable offer of accommodation has been made FCHO will offer to intervene to assist the applicant to obtain a suitable offer. FCHO will provide automated bidding or direct matching.
134. The type of assistance provided will be selected at the discretion of FCHO and will take into consideration the needs and circumstances of the applicant.
135. Applicants who require specialist housing (heavily adapted homes, sheltered accommodation, supported housing or Extra Care) will be assisted to find a suitable home from the date their application is fully assessed and placed on the Housing Needs Register. FCHO will

provide automated bidding or direct matching to help these applications to find a home which meets their needs. Specialist housing will be available exclusively to those with housing need. Decisions to allocate specialist homes will be made jointly between the Registered Provider and Council.

136. In the main Extra Care Housing will be allocated following an assessment of medical and social care needs and will not be advertised through the Council's Choice Based Lettings System.
137. There may be other circumstances in which applicants are assisted to find a suitable home, such as by direct matching. These include, but are not limited to:
 - Circumstances where either there is an urgent and immediate need to move due to a risk to the applicant or where there would be a risk to the applicant by being required to take part in the bidding process
 - MAPPA or other high risk offenders
 - Applicants who are statutory homeless and owed a full housing duty under sections 190(2), 193 (2) or 195 (2) of the Housing Act 1996 as amended by the Homelessness Act 2002
 - Homes that are suitable for adaptation for an identified customer with a disability and it has not been possible to identify an existing suitably adapted property
138. All applicants will have their circumstances verified prior to an offer being made to confirm their eligibility, qualification, suitability and their priority for social housing. They may also be required to pass a Sustainability Risk Assessment. If the applicant with the highest priority is not suitable for the property or refuses an offer the landlord will contact the applicant with the next highest priority on the shortlist. If no suitable tenant is identified the landlord will advertise the property to households on the Mailing List.

Mailing List

139. Households who do not have a recognised housing need but may be interested in other housing products from social landlords, such as shared ownership, private rented, etc. will be able to register their details with the council to receive details of such products. Landlords in the Common Allocations Framework who fail to let any of their social housing properties via My Move Oldham will advertise these properties to the households on this mailing list.

Direct matching

140. As described previously, some properties will be allocated by directly matching the accommodation with an applicant whose housing needs and circumstances can be suitably met by the property available. These homes will not be advertised. An officer will assess the type of accommodation and will identify an applicant on the Housing Needs Register whose housing requirements can be adequately met by the

property, and will make an offer of accommodation directly to the applicant. The Council reserves the right to make as many direct offers as it thinks fit to meet the needs of households on its Housing Needs Register. However, the council will ensure that the number of direct offers remains a small fraction of total lets per annum. The majority of properties will continue to be let through its Choice Based Lettings scheme.

Reasonable offers

141. Applicants will be entitled to 1 reasonable offer of a home advertised on the My Move Plus. Where an offer is refused the offer will be assessed to establish whether or not it was reasonable. In considering whether an offer of accommodation is reasonable the factors taken into consideration will include (but are not limited to):

- Whether the accommodation is of a suitable size and type for the household.
- Travel distance/time to key locations such as schools, work etc.
- Whether the location of the property increases the risk of racial harassment or domestic abuse.

REASONABLE PREFERENCE IN DETAIL

Reasonable Preference summary

143. Applicants with Reasonable Preference who are eligible and qualify for housing (see paragraphs 29 – 31) will be eligible to apply to join the Housing Needs Register. Reasonable Preference is defined by the 1996 Housing Act, amended by the 2002 Homelessness Act. Some applicants may be excluded for the reasons described in paragraphs 36 - 38.

The following tables summarise the criteria for each of the Bands on the Housing Needs Register.

Band 1: Reasonable Preference Plus Additional Preference
Applicants with a very serious medical need for immediate rehousing or awaiting discharge from hospital, residential care and with no suitable accommodation to move back to.
Applicants need to move urgently because of a life threatening illness or sudden disability which are exacerbated by their current housing situation.
Applicants in severe overcrowding, according to the Bedroom Standard, which poses a serious health hazard. Severe overcrowding is where the household occupies accommodation which is 3 or more bedrooms shorter than which the household is eligible for.
Urgent priority would be awarded to households where there's exceptional need to move, including <ol style="list-style-type: none"> 1) High risk victims of domestic abuse who are subject to a MARAC as part of an agreed safety plan. 2) Applicants suffering extreme violence, race hate or harassment and can demonstrate that it is not safe for the applicant or household to remain in their current home. 3) Where there is serious threat to the well-being of a child and the current accommodation is a contributory factor to the risk. 4) Applicants who are subject to a Compulsory Purchase Order or where there is a council decision to include their homes for compulsory purchase, and a voluntary sale has been agreed, or who are council or Housing Association tenants subject to demolition proposals (the effective date of this priority will be the date the council approves the demolition proposals). Accommodation will be offered based on the need of the household at the time they are required to move and not on a like for like basis. Within this group priority will be given those applicants who are the few remaining residents in an area and there are concerns as to their health and safety. Each case will be judged on its own merits, taking into account the scale of the regeneration plans and the need to balance this against the need of the other reasonable preference groups at the time.

<p>An award of reasonable preference with additional preference will be made following categories of people who fall within one or more of the reasonable preference categories and who have urgent housing needs:</p> <ul style="list-style-type: none"> (a) former members of the Armed Forces (b) serving members of the Armed Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service (c) bereaved spouses and civil partners of members of the Armed Forces leaving Services Family Accommodation following the death of their spouse or partner (d) serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service
<p>Additional preference will be awarded to applicants who occupy a private sector property which has one or more Category 1 Hazard (excluding Overcrowding) under the Housing Health and Safety Rating System (HHSRS), and where a Prohibition Order has been served by the Council, resulting in the applicant(s) losing the use of their home on a permanent basis. Moreover, conditions at the property must present an immediate threat of serious injury to the occupant(s) or be life-threatening.</p>
<p>An applicant will release a social rented house with 3 bedrooms or more by downsizing to a suitable property.</p>
<p>An applicant living in social rented home in Oldham that has been purpose-built / or contains major adaptations for a person with disabilities and where the adaptations are no longer required and there is demand for this type of property from households on the Council's Disabled Persons Register.</p>
<p>Applicants who are unintentionally homeless, or about to be homeless and in a category of housing need and include those where the Council has accepted a full or relief duty.</p>
<p>Applicants who live in accommodation that is intended to provide short-term housing and support and where the support provider confirms that the applicant has satisfactorily completed a programme of intensive housing-related support and is ready to move independent living. This includes young people leaving care.</p>
<p>Band 2: Reasonable Preference Plus WorkingXtra</p>
<p>Applicant is overcrowded by 1 or 2 bedrooms according to the Bedroom Standard for overcrowding. This category will not be available to any applicants whose overcrowding is reasonably believed by the council to have been brought about intentionally to gain an advantage in terms of rehousing.</p>
<p>An applicant will release a social rented house with 3 bedrooms or more by moving to a 1 or 2 bedroom non-family property i.e.</p>

sheltered flat or bungalow, Extra Care, general needs multi-story flat, maisonette, etc.
Applicants who occupy a flat above the 4 th floor and with children 16 years old or younger. Each case will be reviewed individually, taking into account the landlord's current policy of children living at height.
An applicant's current housing is unsuitable due to severe medical reasons or their disability (this includes people with a learning disability as well as those with a physical disability) but the present accommodation does not cause serious barriers to their day-to-day activities or whose life is not at risk of due to their current housing but their current home directly contributes to causing serious health risk.
Applicants who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or to others. This category includes applicants who need to move to provide or receive care or support from others. The person receiving care or support would be expected to be eligible for Attendance Allowance or for services to be provided through Supporting People or Social Services.
Applicants need to move due to ill-health related to old age or disability related to old age if their housing is inadequate.
Applicants who are have been approved to adopt or those being assesses for approval to foster or adopt, who need to move to a larger home in order to accommodate a looked after child or a child who has previously looked after by the council.
Applicants who are private sector tenants and the council's public health team has decided that their property poses a category 1 hazard under the health and safety fitness rating and the council is satisfied that the problem cannot be resolved by the landlord within six months and as a result of continuing to occupy the accommodation will pose a risk to the applicant's health.
The council has accepted a s195(2) Prevention Duty towards the applicant
The council has made a decision that the applicant is homeless, but not in priority need
Band 3: Reasonable Preference Only
Applicant is overcrowded by 1 or 2 bedrooms according to the Bedroom Standard for overcrowding. This category will not be available to any applicants whose overcrowding is reasonably believed by the council to have been brought about intentionally to gain an advantage in terms of rehousing.
An applicant will release a social rented house with 3 bedrooms or more by moving to a 1 or 2 bedroom non-family property i.e. sheltered flat or bungalow, Extra Care, general needs multi-story flat,

maisonette, etc.
Applicants who occupy a flat above the 4 th floor and with children 16 years old or younger.
An applicant's current housing is unsuitable due to severe medical reasons or their disability (this includes people with a learning disability as well as those with a physical disability) but the present accommodation does not cause serious barriers to their day-to-day activities or whose life is not at risk of due to their current housing but their current home directly contributes to causing serious health risk.
Applicants who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship to themselves or to others. This category includes applicants who need to move to provide or receive care or support from others. The person receiving care or support would be expected to be eligible for Attendance Allowance or for services to be provided through Supporting People or Social Services.
Applicants need to move due to ill-health related to old age or disability related to old age if their housing is inadequate.
Applicants who are have been approved to adopt or those being assesses for approval to foster or adopt, who need to move to a larger home in order to accommodate a looked after child or a child who has previously looked after by the council.
Applicants who are private sector tenants and the council's public health team has decided that their property poses a category 1 hazard under the health and safety fitness rating and the council is satisfied that the problem cannot be resolved by the landlord within six months and as a result of continuing to occupy the accommodation will pose a risk to the applicant's health.
The council has accepted a s195(2) Prevention Duty towards the applicant
The council has made a decision that the applicant is homeless, but not in priority need
Band 4: Reduced Priority for Applicants Owed Reasonable Preference
Where the council has found an eligible applicant has priority need but is homeless intentionally.
Where the total housing-related debt is £500 or more but less than £1,000, the application will normally be registered and placed in the low band until the applicant has made payments towards the debt at an agreed level for at least 12 consecutive weeks. When the applicant has made payments for at least 12 consecutive weeks, they should contact FCHO and request that their priority is reviewed.

Where the applicant has refused a reasonable offer of tenancy, their application will be placed in band 4 for 12 months. If during these 12 months the applicant refused another suitable offer then their application will be suspended for 12 months. If no offer has been made/refused in the 12 months then the applicant will need to submit change of circs and band will be awarded from this date.
Cases where the applicant qualifies for Reasonable Preference but he or she or a member of their household is considered to be guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant (but not serious enough to decide that they are not a qualifying person) and at the time of application for housing they are still considered to be unsuitable to be a tenant by reason of that behaviour, but where the council believes that the applicant or member of their household is prepared to take action to address that behaviour. In such cases, the council will award no preference at all until they have through their actions improved the behaviour to the satisfaction of the council.
Owner occupiers who have Reasonable Preference and are applying for General Needs housing and have an equity level above the defined threshold – see paragraph 198.
Any applicants who have Reasonable Preference are applying for General Needs housing whose assets or income are above the threshold – see paragraphs 198- 200.

144. Within the bands priority between applicants will be in date order according to the date when priority was awarded. Where two or more applicants were awarded priority on the same date, priority will be determined by the date of their housing application.

Reasonable Preference criteria

145. The following criteria details when someone would qualify for statutory Reasonable Preference under the Oldham allocations scheme. Each of the statutory Reasonable Preference categories is set out below, together with how Oldham will assess whether an applicant will qualify under each specific Reasonable Preference category. There are also details of how Oldham will deal with allocations to persons of particular descriptions not within a category of statutory Reasonable Preference.

Reasonable Preference for homeless applicants

146. Reasonable Preference category (A) – people who are owed a duty by any local housing authority under sections 189B(2), 190(2), 193(2) or 195(2) (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any such authority under section 192(3).
147. All applicants will receive Band 1 priority to reflect their Reasonable

Preference if they are homeless, in priority need and owed any duty under sections 189B(2), 190(2), 193(2) or 195(2) of the Housing Act 1996 as amended.

148. Applicants who qualify under Reasonable Preference category (A) include:
- A person who is in priority need and unintentionally threatened with homelessness and the council has accepted that it owes an applicant a full duty under section 195(2) as being threatened with homelessness in the next 56 days.
 - A person who has become homeless, and the council has accepted that it owes an applicant a relief duty under s189B(2)
 - A person who has been accepted as being owed a full homeless duty under section 193(2), i.e. those who are deemed homeless, in priority need and unintentionally homeless.
 - A person who is owed a section 190(2) duty that has been assessed as being in priority need but is intentionally homeless and is owed the s189B(2) relief duty. Band 1 priority for this last group is only awarded for the period of time the duty is owed. After this time period has elapsed, Band 1 priority will be removed and the applicant will receive a priority in line with their assessed need.
149. Reasonable Preference category (B) – people who are homeless (within the meaning of Part VII of the 1996 Act)
150. All applicants that fall into Reasonable Preference group B will be granted Band 4.
151. Applicants may qualify under Reasonable Preference category (B) if they are:
- Rough sleepers
 - Those who have no accommodation at all where they can live along with other family members who normally live with them, or family members that the council decides might reasonably be expected to live with them.
 - Those who have accommodation but where in the council's opinion it would not be reasonable for them to continue to occupy it
 - Those that have accommodation but they cannot secure access to it or, in the case of a movable structure like a caravan, there is no lawful place they can live in it.
 - Those who have made a homelessness application and have been determined by the council to be homeless but have been found to be intentionally homeless and are no longer owed the s189B(2) relief duty (normally 56 days) following a decision of intentional homelessness.
152. The council will award additional preference for members of this group where:

- An applicant has children, is pregnant or is a single person who would be likely to be found to be in priority need due to vulnerability and
- The council considers that they will be physically homeless within 56 days and has accepted the s195(2) prevention duty and

153. After that six month period their priority will be reviewed if they have not been successful in securing a tenancy.

154. Where a statutory homelessness application has been made and the applicant has been found to be owed the s189B(2) relief duty, they will be awarded Band 1 status under Reasonable Preference category (A) below and will not be awarded Band 4 Reasonable Preference under Reasonable Preference category (B).

Reasonable Preference for unsatisfactory housing conditions

155. Reasonable Preference category (C) - people occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions

156. All applicants that are determined as being owed Reasonable Preference in this group will be granted Band 1 status depending on the severity of their housing need.

157. Reasonable Preference resulting in Band 1 status will be awarded for:

- A private sector property either owned or rented where a statutory notice has been issued by the environmental health department that an unfit property is to be demolished under the Housing Act 2004.
- Applicants who are subject to a Compulsory Purchase Order where there is a council decision to include their homes for compulsory purchase, and a voluntary sale has been agreed, or are council or housing association tenants subject to demolition proposals. The effective date of this priority will be the date the council / housing association approves the demolition proposals.
- Applicants who are living within an overcrowded household in such circumstances needs at least 3 more bedrooms than it has and an allocation would mean that the overcrowded household will either cease to be overcrowded or overcrowding will be alleviated. This category will not be available to any applicants whose overcrowding is reasonably believed by the council to have been brought about intentionally to gain an advantage in terms of rehousing.
- Applicant will release a social rented house with 3 bedrooms or more by moving to a 1 or 2 bedroom non-family property i.e. sheltered flat or bungalow, Extra Care, general needs multi-story flat, maisonette, etc.

158. Reasonable Preference resulting in Band 2 (under category C) will be awarded for:
- The applicant is a private sector tenant and the council's housing implementation enforcement team has decided that the property poses a category 1 hazard under the health and safety rating and the council is satisfied enforcement action is unlikely to resolve the problem within six months and as a result, continuing to occupy the accommodation will pose a risk to the applicant's health and / or safety. The assessment of all cases under this criterion will be carried out by taking advice from of the council (or any other council if the property is outside the Oldham area).
 - Applicants who are living within an overcrowded household in such circumstances needs 1 or 2 more bedrooms than it has and an allocation would mean that the overcrowded household will either cease to be overcrowded or overcrowding will be alleviated. This category will not be available to any applicants whose overcrowding is reasonably believed by the council to have been brought about intentionally to gain an advantage in terms of rehousing.
 - Applicants who lack access to any of the following: a bath or shower, a toilet, running hot water, electricity / gas needed for essential activities, where access is unlikely to be achieved within a reasonable time and lack of access is through no fault of the applicant.
159. Applicants whose housing conditions or level of overcrowding mean that it is not reasonable for them to continue to occupy their overcrowded accommodation and as a result they are owed a statutory duty under section 193(2) of the Housing Act 1996 will be awarded Reasonable Preference for statutory homeless duty under Reasonable Preference group B rather than under this group C. Before any priority banding is awarded to reflect the poor condition of an applicant's property, enquiries will be necessary to establish if the applicant has explored all reasonable avenues to effect essential repairs or improvements, or by contacting the landlord responsible for maintaining the property with a view to getting repairs completed, etc.
160. Liaison between officers from the Housing Advice Service and the Housing Strategy Team will necessarily remain an integral part of this process. Private Sector Enforcement Officers will advise both applicants and allocations staff on the specific options available to a household living in unsatisfactory conditions.
161. The award of a banding status can only be allocated after consultation and liaison with a Private Sector Enforcement Officer to ensure a consistent approach. The Private Sector Enforcement Officer will make recommendations regarding priority.
162. Overcrowding will be assessed by comparing a household's bedroom needs (in accordance with the Bedroom Standard) against the bedrooms which are available to them in their current accommodation.

163. The level of overcrowding is determined by the number of bedrooms available to the applicant in their current property. A bedsit is considered to have one bedroom and one bed space.
164. Enquiries will be necessary to establish the reasons for and likely duration of any overcrowding before any priority banding status is awarded.

Reasonable Preference for medical or welfare grounds

165. Reasonable Preference category (D) – people who need to move on medical or welfare grounds (including grounds relating to a disability)
166. Reasonable Preference category (D) includes any applicant for accommodation whose health, disability or welfare, or that of a member of their household, is significantly impaired by remaining in their current accommodation and there is a need to move as a result.
167. All applicants assessed as owed Reasonable Preference for medical, disability or welfare grounds will be granted emergency, Band 1 or 2 priority, depending on the severity of the impact of their housing on their condition.
 - Medical or disability grounds – Reasonable Preference is awarded following an assessment of an applicant's need to move due to medical or disability needs. More serious cases may be referred to the Community Occupational Therapy Team for a recommendation
 - Priority will be given depending on how unsuitable the current accommodation is in relation to the applicant's medical, welfare or disability needs. The assessment is not of the applicant's health but how their accommodation affects their health or welfare. Only in exceptional cases will the detrimental effect on health or welfare be caused by the location of the accommodation itself rather than the physical condition or nature of the accommodation occupied. Such exceptional cases which attract Band 1 priority will be considered by the Allocation Review Panel.

Medical and disability issues

168. An applicant who has an urgent need to move for very serious medical problems or disability will be awarded Reasonable Preference and additional preference and placed in Band 1.
169. The following are examples of cases that would qualify for Band 1 status under the Reasonable Preference categories linked to medical, welfare and disability needs:
 - Where an applicant's condition is expected to be terminal within a period of 12 months and rehousing is required to provide a basis for the provision of suitable care.
 - A member of the household seeking accommodation cannot be

discharged from hospital or rehabilitation accommodation until suitable housing is provided and the household had settled accommodation in the Oldham area prior to hospital admission.

- The condition is life-threatening and the applicant's existing accommodation is a major contributory factor.
- The applicant's health is so severely affected by the accommodation that it is likely to become life-threatening.
- A member of the household is elderly, disabled or has a progressive illness and is likely to require admission to hospital or residential / nursing care in the immediate future and rehousing would enable that person to remain living at home.
- People who are completely housebound because of the type of accommodation they live in.

170. An applicant who has a need to move for medical reasons or disability and where rehousing will significantly resolve the problems will be awarded Reasonable Preference and placed in Band 2 or 3.

171. The following are examples of cases that would qualify for Band 2 status under the Reasonable Preference categories linked to medical, welfare and disability needs:

- The applicant is unable to mobilise in their accommodation and cannot access and use basic facilities such as bathroom and bedroom and requires rehousing into accommodation suitable for their use.
- The applicant's accommodation is directly contributing to the deterioration of the applicant's health (such as a severe chest condition requiring intermittent hospitalisation as a result of chronic dampness in the accommodation).
- Where overcrowding in the property leaves the applicant at risk of infection (such as where an applicant is undergoing chemotherapy).
- Children with severe conditions such as autism or cerebral palsy where their long term needs cannot be met without settled accommodation.
- A person whose accommodation requires substantial adaptations to a property which is cannot be provided for in their current accommodation.
- A person with a terminal illness or long term debilitating condition whose current accommodation is not having a significant impact on their condition but where their quality of life would be significantly improved by moving to alternative settled accommodation where they may or may not be nearer to support.
- Where the applicant or member of the household is experiencing difficulty accessing basic facilities such as toilet and bathroom and requires rehousing to accommodation suitable for their use.
- A member of the household seeking accommodation is disabled, where a minor adaptation or equipment will not resolve the issue and where rehousing will enable that person to overcome physical barriers created by the current

accommodation, e.g. steps / stairs.

172. Applicants who have a medical need will be asked to complete medical questions as part of the registration process. This information which will be reviewed by a member of the community Occupational Therapy Team where there is a physical disability or other health care professionals where there is a mental health disability. Further information or assessment may be requested as part of this process.
173. Applicants will only be offered Reasonable Preference if their medical condition or that of a member of their household and ability to access basic necessary facilities is significantly affected by remaining in the accommodation that they occupy and this would improve significantly through a move to alternative housing. This will normally relate to the physical conditions of the property but can occasionally be caused by the location of the property itself. The council believes that where possible re-housing to suitable alternate accommodation rather than major structural adaptation should be considered in the first instance in order to meet the needs of the disabled applicant or member of the household based on an assessment of need from the Community Occupational Therapy Team. This does not replace the right for an assessment under the disabled facilities grant legislation
174. Following assessment, the council will award Band 1, 2, 3 or 4 status.
175. In circumstances where more than one member of the household suffers from a medical condition, the Council will take account of the needs of the household member who scores the most points on the assessment when making a decision.
176. The council may, where appropriate, request a full assessment from the Community Occupational Therapy Team, or take into consideration any additional information requested from relevant health care professionals when making a decision whether to award priority following a medical assessment.

Welfare issues

177. Applicants that qualify for Reasonable Preference on welfare grounds will be those cases that require care and support needs or have other social needs that do not require medical care or support.
178. Applicants awarded immediate Reasonable Preference plus additional preference on social and welfare grounds will be placed in Band 1. This will be awarded to applicants whose current accommodation is inappropriate for their assessed needs and there is an immediate risk of exploitation or abuse, of significant loss of daily living skills or of placement breakdown. In most cases it is expected that a care or support package will be provided to this group of applicants when they are awarded a home.
179. Reasonable Preference for people who need to move on welfare grounds due to age related disability

180. These cases will have their welfare need recognised and Reasonable Preference awarded. An assessment of an applicant's need to move due to age related disability will be made by the Housing Advice team taking into account information provided by one or more of the following:

- Occupational Therapy
- Adult Social care

181. Reasonable Preference for people who are ready to move on from supported housing schemes

182. It is important to note that not all applicants who occupy named supported housing projects will qualify for Reasonable Preference. They must have vulnerability and urgent housing need that is best met by the provision of long term settled housing.

183. All other cases not owed Reasonable Preference under this category will be expected to receive support from the project and the Housing Advice service to move on to either social or private rented accommodation.

Reasonable Preference for people leaving care

184. The council wants to ensure that young people leaving the care of Oldham Council are helped to access secure and suitable long term housing. Care leavers are awarded Reasonable Preference in this category in line with protocols between Oldham Council's Housing and Children's Services. Applicants must be a former relevant child as defined by the Children Leaving Care Act 2002.

185. The criteria for an award of Reasonable Preference include:

- A care leaver is ready to move to independent settled housing and is genuinely prepared for a move to independent living
- They possess the life skills necessary to manage a tenancy, including managing a rent account
- They need at least a medium term support package
- The support needs have been assessed and the support package is in place
- The applicant's vulnerability is such that accommodation in the private rented sector would through its short term nature have a detrimental effect on their vulnerability

186. As with people leaving supported housing schemes, not all care leavers will qualify for Reasonable Preference. They must have vulnerability and urgent housing need that is best met by the provision of long term settled housing. All other care leavers will not be owed Reasonable Preference under this category and will be expected to be assisted by Children's Services and the housing options service to move on to either social or private rented accommodation.

Reasonable Preference for hardship reasons

187. Reasonable Preference category (E) – people who need to move to a particular locality within the local authority’s district, where failure to meet that need would cause hardship to themselves or others.
188. This Reasonable Preference category applied to those who need to move to a particular area of Oldham, where failure to meet that need would cause hardship to themselves or others. The government’s code of guidance suggests that people may fall into this category if they need to move in order to give or receive care, access specialist medical treatment, or take up specific employment, education or training opportunities in a particular locality. The need to move should be sufficiently great that it would cause hardship if they did not move, affecting health or leading directly to an inability to take up employment or training opportunities.
189. Since Oldham is geographically reasonably compact with good transport links, Reasonable Preference will only be awarded in limited circumstances. Reasonable Preference priority will not normally be awarded to applicants who claim that they require ongoing support from friends or relatives, unless there is severe mental health, medical or welfare issues relating to the applicant or a member of the applicant’s household and exceptional reasons why this support cannot be made available through a reliance on public transport or the applicant’s / support giver’s own transport. The award of Reasonable Preference on hardship grounds will be made by the Allocations Review Panel.
190. Reasonable Preference on hardship grounds will be awarded to applicants who have satisfied the council that they are fleeing severe harassment or violence from inside or outside the home but have not been accepted as being owed a statutory duty as a result of that violence or harassment. Such applicants will be placed in Band 1.
191. Note – a statutory duty applies if the applicant applies as homeless and a full duty is accepted. Those cases that do not apply as homeless and wish to remain with relatives or friends can be awarded Reasonable Preference under this route without going through the homelessness route.

Other awards of Reasonable Preference

192. Priority will be offered to council and Registered Provider tenants who occupy a specially adapted property but no longer require the adaptations and where the move will free the accommodation for a high need disabled applicant. Such applicants will be awarded Reasonable Preference and placed in Band 1 or 2.
193. Priority will be offered to foster carers and households seeking to adopt a child where their current accommodation is not large enough or is not suitable for the addition of children to the household. Proof from a Children’s Services will be required to qualify for this priority. Households meeting these criteria will be placed in Band 2 or 3.

194. If an applicant needs to move for reasons which are not covered by the banding categories but the council recognises that the applicant has a genuine housing need, the Head of Housing Strategy has discretion to award a priority that adequately reflects the applicant's housing need.

Policy on reduced preference

195. In forming this policy, due regard has been given to the requirements to give Reasonable Preference to those categories specified under the Housing Act 1996 as amended by the Homelessness Act 2002.
196. Only applicants who are owed Reasonable Preference will be eligible to join the Housing Needs Register. They will be allocated a band according to the council's allocation priority. Beyond giving additional preference to emergency housing needs, Oldham Council is also allowed to give reduced preference (downgrading) for applicants who fall into one or more of the Reasonable Preference categories but where certain factors apply to their case. This action is allowed under section 167(2A) of the Housing Act 1996 as amended by the Homelessness Act 2002.
197. The Band 4 in Oldham's Housing Needs Register is for applicants who have reduced preference. Oldham Council will apply reduced preference to applicants who are deemed to have the financial resources to resolve their housing needs in the private sector.
198. The council considers that homeowners with at least 30% equity in their home are capable of securing a mortgage on a property valued on lower quartile house price for Oldham.
199. The council will take into account any previous disposals of assets or capital when calculating the financial resources available. This will include disposals for nil (for example, transfer of ownership) or below market value.
200. Irrespective of current tenure, applicants with Reasonable Preference who are applying for General Needs housing, but whose assets are over 30% or household income is £60,000 or more will be placed in Band 4.
201. Reduced preference will be applied to applicants seeking older people's accommodation, specialist adapted or supported housing.
202. The council will review the case at the request of the applicant. If the applicant's circumstances have changed, the council may lift the reduced preference and consider the applicant for the priority band relevant to their housing need.

Housing related debt

203. When assessing applications, the council will take into consideration all housing related debts and this policy applies to all applicants, including:

- Current or former rent arrears in either a social or private rented home (including temporary accommodation arrears).
- Damage to a former social or private rented housing property
- Legal costs arising from court action in connection with a current or former tenancy.
- Housing Benefit overpayment.

The council does not consider Council Tax as a housing related debt.

204. Where there are housing-related debts, the following procedure will apply

- Where the total recoverable housing-related debt is £1,000 or more, the council will consider whether it is appropriate to decide that the applicant is not a qualifying person. When the council has decided that an applicant is not a qualifying person because of housing related debt of £1000 or more, the applicant can reapply when the total debt has been reduced below this level or can ask for their case to be reconsidered after such a decision.
- Where an applicant's recoverable housing related debts includes arrears on 2 or more former tenancies the council will consider whether it is appropriate to decide that the applicant is not a qualifying person. When the council has decided that an applicant is not a qualifying person because he or she has 2 or more former tenancy arrears, the applicant can reapply at a point when he or she has cleared all or all but one of the former tenancy arrears debts or can ask for their case to be reconsidered after such a decision.
- Where the total housing-related debt is £500 or more but less than £1,000, the application will normally be registered and placed in the low band until the applicant has made payments towards the debt at an agreed level for at least 12 consecutive weeks. When the applicant has made payments for at least 12 consecutive weeks, they should contact FCHO and request that their priority is reviewed.
- Applicants with recoverable housing-related debts who bid for properties will not be successful if they do not keep up with their existing payment plan and will be bypassed if there are other applicants on the shortlist who are either keeping to their payment plan or do not have any housing-related debts. Before an applicant is bypassed for this reason, the landlord considering the applicant for the tenancy will contact the applicant to establish the status of the payment plan and offer the applicant the opportunity to resolve any outstanding issues before the landlord can bypass the applicant. If the applicant is bypassed, the landlord will inform the applicant in writing.
- It is expected that payments towards clearance of housing related debts will be by direct debit.

- An applicant's banding will be reviewed if new information comes to light regarding housing related debts. The council will consider whether the applicant still owes arrears and if they do, the extent of the arrears.
- Whether there are exceptional circumstances such as medical needs which lead to their being offered accommodation despite the reduced preference for reasons connected to those arrears. For example, failure of a support worker to claim housing benefit on behalf of an applicant who was unable to make the claim themselves.
- Whether the applicant has taken debt advice, acted on it and entered into and begun to implement any arrangement to clear the arrears. Depending on the circumstances of the case, the council may require the debt to be paid in full or to have made a repayment agreement with the creditor landlord and adhered to it for at least 12 consecutive weeks. When an arrangement has been made, the final decision to reinstate an applicant's full preference will depend on the amount of arrears paid off, any debt outstanding and the regularity of any payments made.

ADDITIONAL INFORMATION

Offers to homeless applicants

205. For cases for whom the council has accepted a full homeless duty under sections 193 (2) or 195 (2) the council is entitled to make a direct offer which will fully end its Part 7 homelessness duty as long as the applicant has sufficient priority for rehousing under the scheme at that date to enable a direct offer to be made.
206. The Council may exercise the powers granted by s.148 of the Localism Act 2011 to end the homelessness duty by making an offer of suitable accommodation in the private rented sector, without requiring the applicant's agreement.
207. Where an applicant owed a full homelessness duty bids for accommodation through the Choice Based Lettings system and their bid is successful, the offer will be the applicant's final offer and will end the council's homelessness duty if it is a suitable offer and is refused. A direct offer of suitable accommodation made by the Council will also end the Council's homelessness duty. An applicant will continue to have a right of review under the homelessness legislation as to the suitability of the accommodation offered.
208. For homeless applicants owed a statutory duty, the offer will always be confirmed in writing stating that this is a final offer that will end the council's duty to the applicant under the homelessness legislation. Any offer will normally last for three working days.
209. Where a property is refused, FCHO, on behalf of the council, will make a decision on the suitability of the offer. If the applicant has been accepted as being owed a statutory homeless duty by the council, this duty, subject to a right of review, will have ceased if the property is refused. In such circumstances, an applicant will no longer be entitled to any homeless duty and will be asked to leave any temporary accommodation provided and make their own accommodation arrangements.
210. Whether or not a homeless applicant owed a full homeless duty accepts an offer of accommodation made under the scheme, they have the right to request a review of the suitability of the accommodation they have been offered. Homeless applicants are therefore strongly advised to accept the offer that has been made to them, even if they intend to request a review of its suitability.

Older people's housing

211. Applicants for older people's housing must be:
 - aged at least 55 years or at least 60 years (depending on the property concerned) and / or
 - have a need for supported accommodation due to vulnerability

or disability.

Older people's housing will be specifically marked when a property is advertised and clearly indicate the support service charges that are applicable.

Serious offenders

212. It is sometimes necessary to provide housing which will minimise the risk to the community and where supervision of the individual can be maintained. This may also apply to individuals currently living in the community who are considered to pose a risk to themselves and/or others, although they have not been convicted of an offence.
213. The council will work with the police and probation services to assess and manage risk and will apply special arrangements where cases are referred through the Multi-Agency Public Protection Panel (MAPPA) or any protocol with probation services. Officers will attend case conferences with the police, probation, adult social care and health professionals. A planned and managed relocation pathway will be agreed. This should include a full discussion of a range of housing options which are most appropriate to a customer's circumstances and supervision needs.
214. This may result in restrictions being placed on the choice of property or area that is open to an applicant or may result in a direct offer of suitable accommodation being made to an applicant at the point where they have sufficient priority under the scheme to receive such an offer.

Management discretion – exceptions policy

215. As far as possible, the council will use the banding system and waiting time within band to allocate accommodation to those with Reasonable Preference. However, the council recognises that there may be exceptional circumstances where the only way an exceptionally urgent housing need can be resolved is through the use of management discretion.
216. The council may exercise discretion in exceptional circumstances. Cases where management discretion may be exercised include:
 - An applicant has an exceptional need that is not covered by the allocation scheme
 - An applicant who would otherwise be ineligible for the Housing Needs Register but whose need for housing is urgent and exceptional.

False or withheld information

217. Under section 171 of the Housing Act 1996, it is a criminal offence when an applicant knowingly or recklessly makes a statement which is false in a material particular, or knowingly withholds information which the authority have reasonably requested him to give in connection with the allocation of housing. An offence is also committed if the applicant

allows a third party to provide false information on his or her behalf or at his or her instigation.

218. If an applicant directly, or through a person acting on his or her behalf, has given false information or withheld information, it could:
- result in it being decided that an applicant is not a qualifying person for unacceptable behaviour described elsewhere in this policy.
 - if appropriate, lead to the council taking legal advice with a view to prosecution.
219. Where there is suspicion or an allegation has been made that a person has either provided false information or has withheld information, the application will be suspended pending the outcome of the investigation.
220. If the outcome of any investigation reveals that they did not provide false information, or the withholding of information was found to be inadvertent, then the application will be reinstated. However, where the investigation shows that false information was provided on the application form or was deliberately withheld, then it may be decided that the applicant is not a qualifying person for unacceptable behaviour described elsewhere in this scheme.
221. Ground 5 in Schedule 2 of the Housing Act 1985 (as amended by section 146 of the 1996 Act) enables the landlord to seek possession of a property where it has been granted as the result of a false statement by either the tenant or a person acting at the tenant's instigation.

Confidentiality and requests for information

222. The fact that a person is an applicant on the Housing Needs Register or has applied for housing will not be disclosed (without their consent) to another member of the public, save where such disclosure is necessary according to law.
223. An applicant will on request be shown and be given a copy of his / her entry on the Housing Needs Register. FCHO, acting on behalf of the council will also, on request from the applicant, provide such information that is practicable and reasonable to supply to explain his / her position and priority on the Housing Needs Register in relation to when an offer of suitable accommodation might be made. An applicant has the right to be informed of any decision about the facts of their case which is likely to be taken into account when considering whether to allocate housing to them.

Data protection

224. All information held is subject to the General Data Protection Regulation. The council will seek the express consent of applicants to share personal information about the applicant and any member of the household.

225. Applicants may request to view information held about them and receive a copy of information held on computer or paper file. A reasonable charge may be levied for this.

Information sharing without consent

226. In exceptional circumstances and irrespective of whether their consent has been obtained, information may be shared about the individual and their history. This may include:
- In accordance with the provisions of the Crime and Disorder Act 1998 (section 115).
 - For the purposes of the prevention or detection of crime and fraud
 - Where there is a serious threat to the applicant or a third party including staff or contractors.
 - Where information is relevant to the management or support duties of the proposed landlord or support organisation to ensure the health and safety of the applicant, a member of their household or a member of staff.

Notification of decisions

227. Where a decision is made which adversely affects an applicant the applicant will be notified of the decision in writing, and the grounds for making the decision. This includes decisions relating to an applicant's eligibility for housing or whether an applicant qualifies under this scheme. The applicant will be informed about the applicant's right to request a review of the decision.
228. Any applicant whose application is given reduced priority / suspended / removed from the register / not registered will be provided with written notification of the decision. This will contain the following information:
1. the reason(s) for the decision
 2. the band their housing circumstances would have warranted and the band that they have been placed in as a result of the council's decision, where appropriate.
 3. the applicant's right to request a review of the decision
 4. what they have to do before the decision can be reconsidered.

Reviews

229. An applicant may request a review of any adverse decision made in relation to their application for housing. A request can be verbal or in writing, stating the reasons why a review is requested and should state the reason(s) for the request. It must be made within 10 working days from the date of decision.
230. An applicant who remains dissatisfied with the decision made on review may request a second review. When a second review is requested later than 10 working days after the first review, the officer

will consider whether there are good reasons for the request being late before deciding whether to undertake a second review of a decision.

231. Applicants who wish to seek a second review must send a written request to Head of Housing Strategy, Housing Strategy Team, Level 3, Oldham Civic Centre, Rochdale Road, Oldham OL1 1UH. This may be requested by the applicant or a person acting on behalf of the person seeking the review. A request can be verbal or in writing.
232. A second review will be undertaken by the Allocations Review Panel. The Panel will consist of three senior officers; one from Oldham Council and two from Registered Providers who are members of OHIP. No officer on the panel should have been involved in previous decisions about the case. A senior officer from another service, such as health or social services, may occasionally attend as an advisor.

Complaints

233. An applicant who is not satisfied with the service they receive may register a complaint under Oldham Council's complaints procedure. Complaints can be made by telephone, in writing or by using the online form found on the Council's website.
234. An applicant who is not satisfied with the outcome of their complaint can continue to contact the Complaints Team at the Council to discuss any on-going concerns.
235. If the response from the council is final, applicants can contact the Local Government Ombudsman (LGO). The Local Government Ombudsman looks at complaints about councils after the complaint has already been investigated and responded to by the council. It is a free service. Their job is to investigate complaints in a fair and independent way. The LGO contact details are;
The Local Government Ombudsman
PO Box 4771
Coventry, CV4 0EH
Phone: 0300 061 0614 (LGO Advice Team)
<http://www.lgo.org.uk/>



Appendix 1

Overcrowded, insanitary or otherwise unsuitable accommodation

The fact that an applicant may be living in a property which is ‘technically’ unfit for human habitation, e.g. by having inadequate ventilation or lighting, does not necessarily mean that the authority must accept a duty to assist them under the Housing Act 1996 Part V1.

Before any priority banding is awarded to reflect the poor condition of an applicant’s property, enquiries will be necessary to establish if the applicant has explored all reasonable avenues to effect essential repairs or improvements, e.g. by contacting the landlord responsible for maintaining the property with a view to getting repairs completed, etc.

Liaison between officers from Housing Advice Team and the People and Place directorate will necessarily remain an integral part of this process. Private Sector Enforcement Officers will advise both applicants and allocations staff on the specific options available to a household living in unsatisfactory conditions.

The award of a banding status other than Band 4 can only be allocated after consultation and liaison with a Private Sector Enforcement Officer to ensure a consistent approach. The Private Sector Enforcement Officer will make recommendations regarding priority.

Overcrowding will be assessed by comparing a household’s bedroom needs against the bedrooms which are available to them in their current accommodation. The level of overcrowding is determined by the number of bedrooms available to the applicant in their current property. A bedsit is considered to have one bedroom and one bedspace.

Enquiries will be necessary to establish the reasons for and likely duration of any overcrowding before any priority banding status is awarded.

In assessing overcrowding it is assumed that a separate bedroom should be allocated to the following:

- A person living together with another as husband and wife (whether that person is of the same sex or the opposite sex)
- All persons over the age of 21, who are not cohabiting
- Two children, whether of the same sex or not), aged less than 10 years
- Two persons of the same sex aged 10 to 20 years
- Two persons of the same sex where one person is aged between 10 years and 20 years and the other is aged less than 10 years
- Any person aged under 21 years in any case where he or she cannot be paired with another occupier of the dwelling so as to fall in one of the above categories

Second living rooms will not be used when calculating the number of bedrooms which are available for a household’s use as households require adequate living space.

The bedroom requirement will be increased if any person within an applicant's household has a confirmed reason which absolutely necessitates their having a separate bedroom and their current accommodation is not adequate, e.g. if a bedroom is required for a registered carer who does not live permanently at the applicant's address but who stays overnight on a regular basis, or if an applicant needs a 'sterile room' for ongoing medical treatment, such as dialysis, or if the size and amount of prescribed equipment required due to their medical condition would not allow for reasonable use of 1 bedroom.

Applicants will only be considered for properties which meet their specific housing need, in terms of property size. The number of actual bed spaces required will be compared with those in a property to ensure that households are only considered for accommodation that meets their established housing need. For example, a three bedroom property may have either 4 or 5 bed spaces, studio flats are only suitable for a single person household.

Where an applicant has access to children (e.g. at weekends / school holidays / part of each week), they will be registered for '1+' bedroom need. They will be eligible to bid for 2 bedroom properties, but will only be considered for them if no-one with a 'genuine' 2 bedroom need bids for the property.

Appendix 2 – Applicants in prison or on remand

Applicants who have given reasonable preference and already registered on the Housing Needs Register, who are then sent to prison or placed on remand, will be able to remain on the Housing Needs Register, but their application will be suspended. They will be advised to contact the Housing Advice Team with confirmation of the date of their release from custody or remand to enable their records to be updated. Applicants can actively bid for properties up to 56 days before their release.

Eligible applicants not previously registered on the Housing Needs Register, who wish to apply from prison or a remand centre may do so. Their application will remain suspended until the date of their release is established.

If an applicant will be homeless or threatened with homelessness on their release from custody or remand, they can request an interview at the Housing Advice Team.

Appendix 3 - Local lettings policies

Local lettings policies will be agreed jointly between Oldham Council and the Registered Provider whose stock will be affected. Any request for a local lettings policy (LLP) must provide the following information:

- Extent of area affected by the LLP
- The period of time for which the LLP will be operational
- Analysis of the suitability of the area
- Aims and objectives of the LLP
- Suitability of the eligibility criteria
- Details of the selection process and any additional selection criteria
- Consultation on the proposed LLP
- An equality impact assessment
- Details of how the properties will be advertised and how applications will be verified
- Monitoring and review process
- Any additional considerations

When an LLP is proposed, local elected members and the appropriate portfolio holder will be consulted. The LLP may be amended in the light of this.

Appendix 4 - Service standards for housing applicants

- FCHO will consider every application received and:
- Make sure the council meets its legal obligations in allocating accommodation.
- Provide free advice and information about the right to apply for accommodation.
- Provide free assistance to applicants who may have difficulty when making an application, including help for any applicant to complete the application form if they need assistance.
- Make sure that any information provided is easy to understand and is readily accessible.
- Outline and explain how the council will offer choice and the ability for applicants to express a preference for an area / areas.
- Provide information to all applicants of what types of accommodation are available throughout the district.
- Provide information about how long an applicant is likely to have to wait before being allotted accommodation.
- Make available to all applicants (and others) who request it a full copy of this allocation scheme. A charge may be made for this.
- Provide a summary of the scheme on request.
- Treat each applicant equally in accordance with their need, regardless of race, religion or creed, ethnic or national origin, disability, gender, sexual orientation or marital status.
- Regularly monitor applicants who apply for accommodation.
- Ensure that all information provided by applicants is treated in strictest confidence. The council will comply fully with the General Data Protection Regulation in relation to all information it holds about applicants registered under the scheme.

Appendix 5 – Terms of Reference for Allocations Review Panel

1 Purpose

Cases that the Allocations Review Panel (ARP) may consider include (but are not limited) to the following:

- Decisions on what priority (if any) to award to certain types of application, including as:
 - Band 1, 2 or 3 priority for welfare cases, priority on hardship grounds
 - priority for emergency band on medical grounds
 - disabled applicants who are owner occupiers or who have assets / income above the threshold
 - recommend the type of property and any specific facilities required to meet a person's needs
 - recommend that a household needs to live in a particular locality
- Where the existing policy does not cover the circumstances of the case
- Where an applicant has requested a review of a decision relating to their application

2 Membership

For decisions on priority, or where the policy does not cover individual circumstances, the ARP will consist of 2 officers – one from the Council and the other from an RP who is a member of the Common Allocations Framework.

For case reviews, the ARP will consist of three senior officers, one from the Council and two from Common Allocations Framework. No officer on the panel should have been involved in previous decisions about the case.

A senior officer from another service, such as health or social services, may occasionally attend as an advisor.

The decision of the Panel will be final.

3 Frequency of meetings

The panel will meet as required.

4 Decision making

In the most urgent circumstances, decisions can be made by a senior officer from the Council.

Appendix 6 – Members of the Common Allocations Framework

Provider	Address	Telephone	Website
Oldham Council	Civic Centre, West Street, Oldham OL1 1UT	0161 770 3000	www.oldham.gov.uk
First Choice Homes Oldham (FCHO)	22 Union Street Oldham OL1 1BE	0161 393 7117	www.fcho.co.uk
Guinness Northern Counties	3 Argyle Parade Darnhill, Heywood Rochdale OL10 3RY	0845 605 9000	www.ncha.co.uk
Onwards	Quay Plaza 2 1 st floor – Lowry Mall Salford Quays Salford M50 3AH	0345 620 1120	www.onwards.co.uk
Regenda	St Chad's Centre Limegreen Parade Oldham OL8 3HH	0344 736 0066	www.regenda.org.uk
Villages	2 Fircroft Road Fitton Hill Oldham OL8 2QN	0161 633 4060	www.villages.org.uk
Housing 21	Housing 21 Units 403 / 404 Chambers Business Centre Chapel Road Hollinwood Oldham OL8 4QQ	0345 604 4447	www.housing21.co.uk
Great Places	119 Union Street Oldham OL1 1TE	0161 484 3242	www.greatplaces.org.uk

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Report to CABINET

Fleet Replacement Programme (NEI-08-18)

Portfolio Holder:

Councillor A Shah, Cabinet Member for Neighbourhoods

Officer Contact: Helen Lockwood, Deputy Chief Executive – People and Place

Report Author: Dave Durham, Fleet and Workshop Manager
Ext. 1563

25th February 2019

Reason for Decision

Executive Summary

To seek approval for the purchase of new vehicles in financial years 2019/20, 2020/21, 2021/22, 2022/23, 2023/24 as part of the Councils existing Fleet Replacement Programme. These vehicles are required to replace existing vehicles as they come to the end of their economic life.

Recommendations

That Cabinet approve this report so that new vehicles can be purchased from 2019/20 onwards.

Fleet Replacement Programme

1 Background

- 1.1 Oldham Council introduced the Fleet Replacement Programme (FRP) in 2012/13 in accordance with the strategy approved by cabinet on 6th February 2012. The objective was to replace leased and hired vehicles gradually with purchased vehicles that would have a useful economical life ranging from 3 to 7 years. Since then Fleet Management has carried out this policy whenever a vehicle is due to be replaced.
- 1.2 The programme is now in its seventh year of operation and the purpose of acquiring vehicles by purchasing rather than leasing has been fully realized. A requirement for hired vehicles still exists but this is restricted to shorter term vehicle needs i.e. normally of six months duration or less. This gives flexibility to the programme of vehicle usage and allows the service to meet business needs in a dynamic, supportive manner.
- 1.3 A report was submitted to the Capital Investment Programme Board (CIPB) in March 2016 outlining a proposed 5 year vehicle programme and associated funding requirement. The report highlighted the need for increased capital investment from 2019/20 onwards and the CIPB noted the identified funding requirement at that time.
- 1.4 The point has now been reached where a significant number of Fleet vehicles need to be replaced because they have reached the end of their economic useful lives. Replacement is due to begin in 2019/20.

2 Current Position

- 2.1 Since the FRP was introduced (and by the end of the current financial year), the Council will have acquired 121 Fleet assets at a combined cost of £5,541k. The details are summarized in the table below (also see Appendix 1 for a more detailed schedule analysed by asset type).

Total Fleet Spending & Number of Vehicles Acquired 2012/13 to 2018/19

Financial Year	Spend £'000	No. Acquired
2012/13	2,573	40
2013/14	1,011	18
2014/15	609	18
2015/16	523	21
2016/17	107	8
2017/18	349	8
2018/19 (forecast for year)	369	8
Total	5,541	121

- 2.2 The unused balance of funding remaining from the original FRP and still available to purchase new vehicles is forecast to be £456K by year end 2018/19.

- 2.3 A review has taken place of the Fleet spending requirement for the next 5 years commencing 2019/20. The cost of purchasing these vehicles is estimated at £5,570K. A summarised annual breakdown of this is shown in the table below and a more detailed analysis by vehicle type is included at Appendix 2.

Projected Spend Summary and Funding Position

Financial Years 2019/20 to 2023/24

Financial Year	Projected Spend £'000	Available Funding £'000	Cumulative Shortfall £'000
2019/20	4,165	456	(3,709)
2020/21	1,019	-	(4,728)
2021/22	42	-	(4,770)
2022/23	302	-	(5,072)
2023/24	42	-	(5,114)
Total	5,570	456	

The above table shows that planned spending over the next five years exceeds the available capital resource by £5,114k.

- 2.4 The first tranche of spending is the planned replacement of 18 refuse collection vehicles at an estimated cost of £3,186k in Autumn 2019.
- 2.5 The estimated economic life of the assets to be acquired ranges from four to seven years. The required investment analysed by economic life is shown in the following table:

Asset Cost Analysed by Economic Life Expectancy

Financial Year	Economic Life (Years)			Total
	4	5	7	
	£'000	£'000	£'000	
2019/20		260	3,905	4,165
2020/21	270		749	1,019
2021/22			42	42
2022/23	260		42	302
2023/24			42	42
Total	530	260	4,780	5,570

The shorter life assets (4 & 5 Years) are all Sweepers that have a shortened lifespan due to highly intense usage. All other assets such as Refuse Collection vehicles, Vans etc have seven year life expectancies.

3 Options/Alternatives

- 3.1 Option 1 – approval to commence procurement of vehicles in 2019/20, 2020/21, 2021/22, 2022/23, 2023/24 in line with the vehicle replacement programme.
- 3.2 Option 2 – Do not approve the report and delay the procurement of vehicles which would mean no other option than to continue with the current Fleet and to hire in vehicles to cover breakdowns/ downtime at a premium cost to the Council.

4 Preferred Option

- 4.1 Option 1

5 Consultation

- 5.1 N/A

6 Financial Implications

- 6.1 An alternative to purchasing using prudential borrowing as a funding mechanism would be to hire the vehicles on long term contracts. This type of arrangement, however, tends to be an expensive alternative. For example, the annual cost of borrowing to purchase a Refuse Collection vehicle costing £177k over 7 years would be £28.4k p.a. If a similar vehicle were hired, the equivalent cost would be approximately £40k p.a. (based on current hire rates experienced in the market place). Clearly, the purchasing policy demonstrates good value for money.

Capital

- 6.2 The additional capital investment requirement is shown in Section 2.3 and Appendix 2 and summarised below:

Capital Investment Requirement

Financial Year	Capital Spend			
	Life of asset - Years			
	4	5	7	Total
	£'000	£'000	£'000	£'000
2019/20	-	260	3,905	4,165
2020/21	270	-	749	1,019
2021/22	-	-	42	42
2022/23	260	-	42	302
2023/24	-	-	42	42
Total Planned Spend 2019/20 to 2024/25	530	260	4,780	5,570
Less: Balance of Unspent Resource B/Fwd				(456)
Additional Capital Resource Requested to Fund Capital Programme				5,114

- 6.3 The additional capital resource requested to fund the Fleet Capital Programme is £5,114k (net). The table shows the total capital spend of £5,570k and the use of funds from the previous fleet replacement programme of £456k (based on a forecast end of year 2018/19 balance).

-
- 6.4 The total funding cost including principal and interest will be £6,217k. This is based on a current prudential borrowing rate of 3.05% p.a. Repayment commences in the year following investment and the length of borrowing is geared to the economic life of the underlying assets.
- 6.5 The additional call on capital will be included within the future years' capital strategy and the profiling requirements are outlined in the above table.
- 6.6 Surplus used vehicles are normally sent to auction for disposal. Each sale will generate a capital receipt. The value of each receipt cannot be determined at this time as it will depend on the condition, mileage and market demand for vehicles twelve months or more in the future. Any proceeds will be available to fund the capital programme as these receipts have not been included in any estimates.

Revenue

- 6.7 Prudential repayments are met from an existing budget allocation of £890k held by the Fleet Management Service. The annual prudential borrowing costs will be met from this allocation. The budgetary requirement each year is supported by the availability of the Fleet Replacement Reserve. This reserve will be replenished from the budget line should the repayment costs be below the budgeted costs and will top up the budget if charges exceed the budget available. Fleet costs arising are recharged out to all end users of vehicles.

(Nigel Howard / Sadrul Alam)

7 **Legal Services Comments**

- 7.1 There are no specific legal implications in relation to the contents of this report. (Elizabeth Cunningham Doyle)

8. **Co-operative Agenda**

- 8.1 As a Co-operative Council we are committed to ensuring we have the equipment and resources required to support the delivery of Oldham's priorities, leading to better outcomes and delivery. Renewing Oldham's fleet will ensure that Oldham can continue to deliver excellent services, with equipment that meets the needs and standards of the authority.

9 **Human Resources Comments**

- 9.1 N/A

10 **Risk Assessments**

- 10.1 None

11 **IT Implications**

- 11.1 None

12 **Property Implications**

- 12.1 None

13 **Procurement Implications**

13.1 Commercial Services will ensure that any vehicle purchases will be in line and compliant with the Council's Contract Procedure Rules and EU Regulations.
Emily Molden (Sourcing & Contracts Consultant)

14 **Environmental and Health & Safety Implications**

14.1 The FRP will ensure that the most fuel efficient, low emission vehicles are purchased to improve air quality and reduce carbon emissions in accordance with the Greater Manchester clean air strategy.

15 **Equality, community cohesion and crime implications**

15.1 None

16 **Equality Impact Assessment Completed?**

16.1 No

17 **Key Decision**

17.1 Yes

18 **Key Decision Reference**



18.1 NEI-08-18

19 **Background Papers**

19.1 N/A

20 **Appendices**

20.1 Appendix 1 Detailed Schedule of Vehicles Acquired between 2012/13 and 2018/19.
Appendix 2 Five Year Planned Vehicle Replacement Programme (2019/20 to 2023/24)

Signed  Deputy Leader & Cabinet Member for Neighbourhood Services	Dated 07/01/2019
Signed  Deputy Chief Executive	Dated 16/12/2018

Appendix 1 - Schedule of Acquisitions - 2012/13 to 2018/19

Cost by Year By Asset Type (£000's)

Asset Type	Financial Year							Total
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 (Forecast)	
Refuse Collection Vehicles	2,082	-	291	-	-	-	-	2,373
Sweepers	-	731	139	-	-	254	249	1,374
Vans	430	49	80	97	83	95	75	909
Lorries/Trucks	-	-	-	320	-	-	45	365
Multihogs	-	104	-	-	-	-	-	104
Mini Excavators	56	41	-	-	-	-	-	97
Cars/4x4 etc	-	-	72	-	24	-	-	96
Dumpers	-	54	-	29	-	-	-	82
Hooklifts	-	-	-	66	-	-	-	66
Other	6	32	26	12	-	-	-	75
Total	2,573	1,011	609	523	107	349	369	5,541

Number of Assets by Year By Type

Asset Type	Financial Year							Total
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 (Forecast)	
Refuse Collection Vehicles	16	-	2	-	-	-	-	18
Sweepers	-	8	2	-	-	4	2	16
Vans	21	2	5	9	7	4	5	53
Lorries/Trucks	-	-	-	8	-	-	1	9
Multihogs	-	1	-	-	-	-	-	1
Mini Excavators	2	2	-	-	-	-	-	4
Cars/4x4 etc	-	-	6	-	1	-	-	7
Dumpers	-	4	-	2	-	-	-	6
Hooklifts	-	-	-	1	-	-	-	1
Other	1	1	3	1	-	-	-	6
Total	40	18	18	21	8	8	8	121

Appendix 2- 5 Year Vehicle Replacement Programme
(2019/20 to 2023/24)

Vehicle Type	Department	No. Reqd	Est Vehicle Price	2019/20 £K	2020/21 £K	2021/22 £K	2022/23 £K	2023/24 £K	Total £K
Dennis RCV with Terberg binlift	Waste Management	18	177	3,186					3,186
Sweeper (Chassis Mounted)	Street Scene	2	130	260					260
Ford Transit Tipper	Grounds Maintenance & Highways	22	23	501					501
JCB Gravemaster & Trailer	Cemeteries	4	23	46	46				93
Landrover Defender	Grounds Maintenance	1	27	27					27
Ford Ranger	Grounds Maintenance	1	24	24					24
Ride on Mower	Grounds Maintenance	1	28	28					28
Minibus	Castleshaw Centre	2	28	56					56
Small Van	Grounds Maintenance/ Waste Management	3	12	36					36
Compact Sweeper	Street Scene	3	70		210				210
Johnston Compact Sweeper	Street Scene	1	60		60				60
Luton Box Vans	Waste Management	2	25		50				50
12T RCV with Binlift	Waste Management	2	85		170				170
Dumpers	Cemeteries	4	14		56				56
Iveco Tipper	Highways	8	40		320				320
Hooklift	Grounds Maintenance	1	65		65				65
Johnston Mid Range Sweeper	Street Scene	2	130				260		260
Vans	Various	12	14		42	42	42	42	168
	Total	89		4,165	1,019	42	302	42	5,570



Report to CABINET

Waste Management Replacement Vehicle Fleet

Portfolio Holder: Cllr Arooj Shah, Cabinet Member for Neighbourhoods

Officer Contact: Helen Lockwood - Deputy Chief Executive – People and Place.

Report Author: Mark Husdan
Ext. 0161 770 2144

Tuesday 25th February 2019

Reason for Decision

Waste Management seek approval to purchase 18 waste collection vehicles. A quote was sought from Dennis Eagle Ltd via a Mini Competition run by St Helens Council under the YPO framework for Specialist Vehicles (00652) (FC0526). Dennis Eagle Ltd submitted a quote and vehicle which best meets the specification issued by the Council via the Chest which has been assessed by Waste Management, Fleet Management and Commercial Services.

Executive Summary

Oldham Council's Waste Management Service require a fleet of 18 new vehicles to maintain efficient and effective waste collections across the Borough. After exploring all options available to us the service is seeking approval to purchase the new vehicle fleet through the procurement framework detailed above.

Recommendations

To purchase 18 new waste collection vehicles via a Mini Competition run by St Helens Council under the YPO framework for Specialist Vehicles (00652) (FC0526).

Waste Management Replacement Vehicle Fleet (NEI-07-18).

1.0 Background

- 1.1 Oldham Council's Waste Management Service require a fleet of 18 new vehicles to maintain efficient and effective waste collections across the Borough.
- 1.2 The current fleet is approaching its end life of 7 years. After this point the cost of maintaining and repairing vehicles generally exceeds the borrowing costs of a new vehicle fleet.

2.0 Current Position

- 2.1 The Waste Management Service has been running a fleet of Dennis Eagle (narrow track) vehicles for the last 6 years. This fleet of vehicles will reach their planned 'end of life' in 2019 and so a vehicle fleet replacement procurement process has now started. The Service have been using a narrow track Dennis Eagle vehicle due to access issues when collecting from terrace property and rural village areas. Standard fleet vehicles would significantly increase the amount of 'none access' missed collections we experience. The service have during the life-span of the fleet trialed a number of vehicles and lifting machinery (different manufacturers) to challenge their current Dennis Eagle (vehicle) and Terberg (lifting machinery) option. However after considering a number of factors and considerations (cost, vehicle reliability, fleet/repair experience, driver experience and maintaining efficient collections) the service would like to renew its current vehicle model/option.

3.0 Options/Alternatives

- 3.1 **Delay replacing the vehicle fleet.** The advantages of this would be that we would not incur any costs this financial year on replacing the vehicle fleet. However the vehicles are bought using pru-borrowing and therefore the repayment, repair and maintenance costs are spread over the 7-year life span. The main disadvantage would be an increased risk in vehicle break downs and a significant increase in repair costs as the vehicles get older. This has the potential to cause significant impact on waste collections due to vehicles becoming unavailable and cause increased costs through hiring replacement vehicles (approx. £1,000 per week).
- 3.2 **Purchase other vehicles options (vehicles & lifting machinery).** In terms of cost Dennis Eagle actual came out as winners of the mini competition undertaken by St Helen's due to their price being the cheapest of the five main waste collection vehicle manufacturers in the UK. We have also run the Dennis Eagle vehicle/Terberg lift option for over 10-years so are repair/fleet management and driver experience of these vehicle are a significantly positive factor.

4.0 Preferred Option

- 4.1 To purchase 18 new waste collection vehicles via a Mini Competition run by St Helens Council under the YPO framework for Specialist Vehicles (00652) (FC0526).

5.0 Consultation

5.1 n/a

6.0 Financial Implications

6.1 The proposal is to purchase 18 Refuse Collection Vehicles (RCVs) at a total cost of £3,186k (£177k per unit) with delivery taking place in autumn 2019.

6.2 According to Waste Management and Fleet Services experience, RCVs have an optimal useful working life of seven years. As with any intensively used asset, repair costs tend to escalate as vehicles age despite a regular maintenance regime. Experience has shown that RCV's become uneconomic to repair after seven years of operation.

6.3 The cost of the newly acquired vehicles will be capitalised and funded using Prudential Borrowing spread over the economic life of the assets as part of the Councils Fleet replacement programme.

6.4 The current prudential borrowing rate of interest is 3.05% p.a. (but could vary by the time the transaction is completed). The total cost of funding this investment (including principal and interest at the current interest rate) will be £3,575k. This equates to annual payments of £511k for seven years commencing in 2020/21.

6.5 The Fleet Replacement Programme (FRP) was established in 2012/13 on a seven year cycle and is near the end of its sixth year of operation. The capital resource initially allocated to the Programme, and from time to time since then, is approaching exhaustion. A separate 'overarching' report entitled "Fleet Replacement Programme" has been prepared for consideration by Cabinet and is running in parallel with this request. Two papers have been prepared due to the timing of the procurement for this replacement phase. The FRP report seeks approval for an additional allocation of capital resource totaling £5,114k and this request forms part thereof.

6.6 Surplus vehicles (including RCVs) are normally sent to auction for disposal. The value of each receipt cannot be determined at this time with reasonable accuracy as it will depend on the condition, mileage and market demand for vehicles of this type at that point in time. All receipts received will be available to support the capital programme as no value for the disposal of fleet vehicles is included in the estimates for capital receipts.

Revenue

6.7 The annual prudential borrowing costs detailed in paragraph 6.4 above will be met from within Fleet Management existing budget. The fleet costs arising will then be recharged on to Waste Management. Should the budget for borrowing repayment not be sufficient there will be a draw down from the Fleet Replacement Reserve. This reserve will be replenished from the budget line should the repayment costs be below the budgeted costs.

6.8 The repayments are already included in the Council's Medium Term Financial Strategy (MTFS) from within existing Council budget provision.

6.9 As the cost of the new RCV's is significantly higher than those they replace, this acquisition will not deliver savings in running costs over the full life of the vehicles. Any

budgetary pressures arising from their operation will have to be contained within existing service revenue budget allocations.

(Sadrul Alam/Nigel Howard)

7.0 **Legal Services Comments**

7.1 The Council has followed its own Contract Procedure Rules and selected the preferred provider for the waste management vehicles following a mini competition under the YPO Framework for Specialist Vehicles. (Elizabeth Cunningham Doyle)

8.0 **Co-operative Agenda**

8.1 The maintenance of fleet is important in maintaining the service to do #Ourbit (Vicky Sugars, SPP Manager)

9.0 **Human Resources Comments**

9.1 n/a

10.0 **Risk Assessments**

10.1 n/a

11.0 **IT Implications**

11.1 [Will proposals require acquisition of or amendments to IT systems? If so comments of the relevant officer should be sought. If not, state none]

12.0 **Property Implications**

12.1 n/a

13.0 **Procurement Implications**

13.1 Commercial Services supports the approval of the preferred option to purchase the vehicles from Dennis Eagle Ltd using the Mini Competition run by St Helens Council under the YPO framework for Specialist Vehicles (00652) (FC0526). The process undertaken complies with point 4.1 of the Council's Contract Procedure Rules which states that if an existing framework is available it should be used.
Emily Molden (Sourcing & Contracts Consultant)

14.0 **Environmental and Health & Safety Implications**

14.1 n/a

15.0 **Equality, community cohesion and crime implications**

15.1 none.

16.0 **Equality Impact Assessment Completed?**

16.1 No

17.0 **Key Decision**

17.1 Yes

18.0 **Key Decision Reference**



18.1 (NEI-07-18).

19.0 **Background Papers**

19.1 None.

20 **Appendices**

20.1 None.

Signed  Deputy Leader & Cabinet Member for Neighbourhood Services	Dated 07/01/2019
Signed  Deputy Chief Executive	Dated 16/12/2018

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Report to CABINET

Request for an extension to the sexual health integrated service contract provided by Virgin Care Ltd.

Portfolio Holder:

Councillor Chauhan, Cabinet Member Health and Social Care

Officer Contact: Rebekah Sutcliffe, Strategic Director for Reform

Report Author: Katrina Stephens, Interim Director of Public Health

Ext. 8686

25 February 2019

**Reason
for**

Decision

The value of this contract requires a decision to be taken at Cabinet

Executive Summary

Oldham Council is mandated to commission comprehensive open access sexual health services. Virgin Care Ltd hold the contract for the delivery of integrated sexual health services across Oldham. The contract was awarded on 19th August 2015 following a collaborative procurement with Rochdale and Bury Councils and the service went live in Oldham on 1st January 2016. Rochdale are the lead commissioner of this cluster arrangement and hold the contract with Virgin Care Ltd, under a tripartite legal agreement Oldham and Bury Councils are associates to the contract.

The contract was awarded for 3 years and 3 months and will end on 31st March 2019 with an option to activate + 1 years + 1 years extension. This paper outlines the proposal to activate a two year extension once the contract ends, with the intention to re-tender a cluster integrated sexual health service for April 2021. This collaborative approach to the procurement enabled maximum efficiencies and therefore significant savings.

Recommendations

Agree the recommended option of a 2 year contract extension of the current integrated sexual health service provided by Virgin Care Ltd.

Request for an extension to the sexual health integrated service contract provided by Virgin Care Ltd.

1 Background

- 1.1 On 19th August 2015 Virgin Care Ltd were awarded the contract for the delivery of an integrated sexual health services following a collaborative procurement with Bury and Rochdale Councils (referred to as ORB).
- 1.2 Rochdale are the lead commissioner of this cluster arrangement and hold the contract with Virgin Care Ltd, under a tripartite legal agreement Oldham and Bury Councils are associates to the contract.
- 1.3 The contract was awarded for 3 years and 3 months and will end on 31st March 2019 with an option to activate + 1 years + 1 years extension.

2 Current Position

- 2.1 ORB commissioners have discussed the risks and benefits of both a 1 year and 2 year extension and have concluded that the preferred option would be to trigger the + 2 years extension option to the contract based on the following;
- 2.2 There are no significant issues with the performance of the current provider.
- 2.3 The service is more established in Oldham as Virgin Care Ltd provided the service prior to the cluster commissioning arrangement however, Virgin Care were a new provider in Bury and Rochdale. Therefore they are keen to maintain consistency in service delivery and the 2 year extension option is preferred by Bury and Rochdale.
- 2.4 Consideration needs to be given to the new arrangements as part of the formation of Oldham Cares and how sexual health services fit into the wider system. A two year extension would allow time to observe how this develops in Oldham so that it can be reflected in the planning of any new service.

3 Points to Consider

- 3.1 As considerable savings have already been made from sexual health services there is no intention to create further savings through this contract. It is also felt that any savings from one borough could de-stabilise the whole contract and therefore it is mutually agreed across ORB commissioners to be unviable.

4 Options

4.1 Request that Rochdale Council enact a +1 year extension to the contract

4.2 Request that Rochdale Council enact a +2 year extension to the contract. This is the recommended option

5 Preferred Option

5.1 Request that Rochdale Council enact a +2 year extension to the contract. This is the recommended option

6 Financial Implications

6.1 It is proposed that the existing contract with Virgin Care Ltd be renewed for a further two year period, from April 2019 to March 2021.

6.2 Budgetary provision exists within the Public Health base budget to cover the cost of the proposed contract extension. Retaining the contract sum at the current cost negates the impact of annual inflationary increases and represents a saving in real terms.

6.3 There are no adverse financial implications as a result of renewing the contract.
(Jenny Howarth Senior Accountant/Andy Cooper Senior Finance Manager)

7 Legal Services Comments

7.1 There is provision under Rule 17(1) (a) of the Council's Contract Procedure Rules to modify a contract in circumstances where provision for the modification is included within the original tendered contract. (Elizabeth Cunningham Doyle)

8. Co-operative Agenda

8.1 All Public Health services fully support and adopt the Council's cooperative values as they promote the active engagement of Oldham residents in the life of the community. This contract particularly promotes fairness and openness in terms of the services that it provides.

9 Procurement Implications

9.1 Provision exists in the original procurement exercise to extend this contract in line with the recommendations in this report. Strategic Sourcing therefore supports the recommendations in this report. Mohammad Sharif, Sourcing & Contracts Consultant 10.12.2018

10 Key Decision

10.1 Yes

11 Key Decision Reference

11.1 SCS-01-19

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Report to CABINET

Support to Vulnerable People - Commissioned Early Help Services

Portfolio Holder: Cabinet Member - Policing and Community Safety (Councillor Ateeque Ur-Rehman)

Officer Contact: Merlin Joseph Interim Director of Children's Services

Report Author: Ed Francis

Ext. 6671

25th February 2019

Reason for Decision

The Early Help Service was established in April 2015. Some of the Early Help delivery is in-house, however a significant element of it is delivered through a contract with Positive Steps. The contract was let for three years (to March 2018), with an option to extend for up to a further additional year. This option was exercised and the contract ends on 31st March 2019.

We are close to completing a strategic review of the Council and key partners approach to early intervention and prevention. This review will make recommendations about investment in, commissioning and design of preventative services for both adults and children on a place based footing that may have direct relevance to this contract(s) and how going forward the service provided integrates with other preventative activity taking place in communities. An extension of twelve months to the current contract with Positive Steps will allow the implications of these recommendations to be worked through and implemented.

This report therefore requests an extension to the contract for a further one year period until March 2020.

Recommendations

Cabinet are recommended to approve the extension to the Early Help Service contract with Positive Steps contract for one year, to March 2020.

Early Help Service - Positive Steps Contract

1. Background

1.1 Oldham's Early Help Service was set up in April 2015 and was formed from a range of around 20 existing services. It was tasked with:

- Engaging residents in resolving their own issues;
- Supporting them to understand the root cause of their issues;
- Supporting them to resolve those issues
- Supporting them to learn strategies which will help prevent the reoccurrence of issues

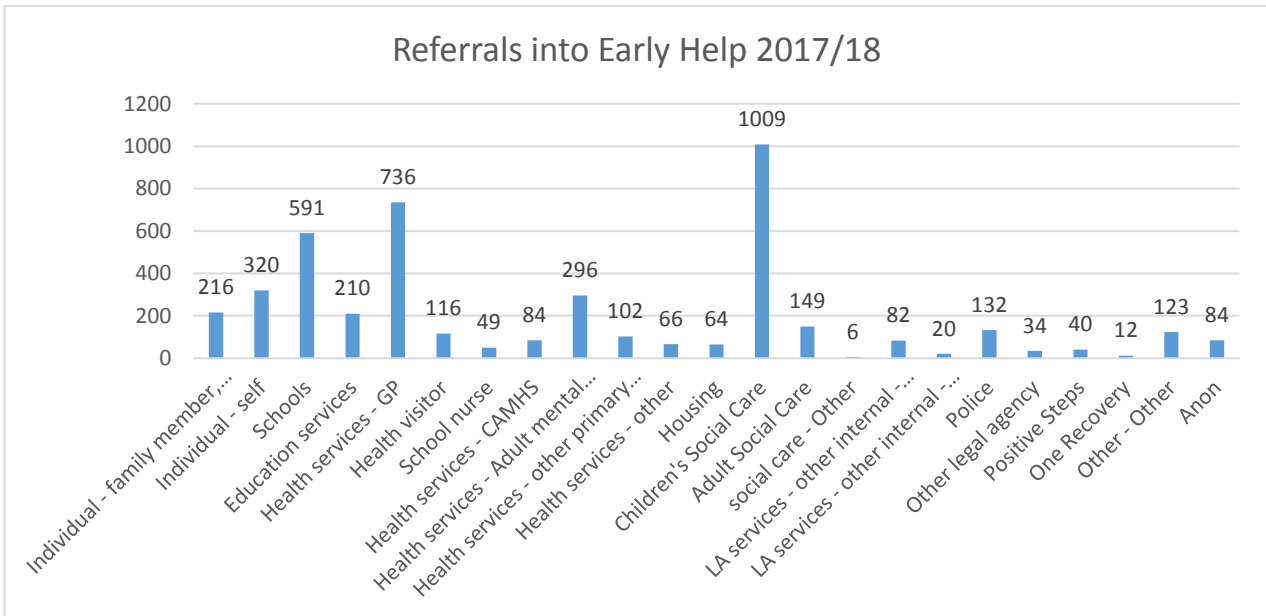
1.2 This required significant culture change, particularly:

- A new way of engaging (connecting) with residents
- Award winning 'engagement' training for staff, which has resulted in 95% engagement rates with the service. The training encourages staff to explore their working practices, attitudes and barriers to engagement; develop the skills to overcome those barriers; and gain an understanding of the three key developmental deficits commonly found in clients struggling to engage:
- Emotional regulation
- Emotional Literacy
- Problem solving skills
- A new way to assess support needs, which resulted in the development of the 'Bullseye' self-assessment tool, which is an easily understood and very visual tool, which families find easy to engage with. It also provides a clear measure of how families feel they are doing in terms of taking control of their lives:

1.3 Under this contract Positive Steps also deliver community health checks and smoking cessation support.

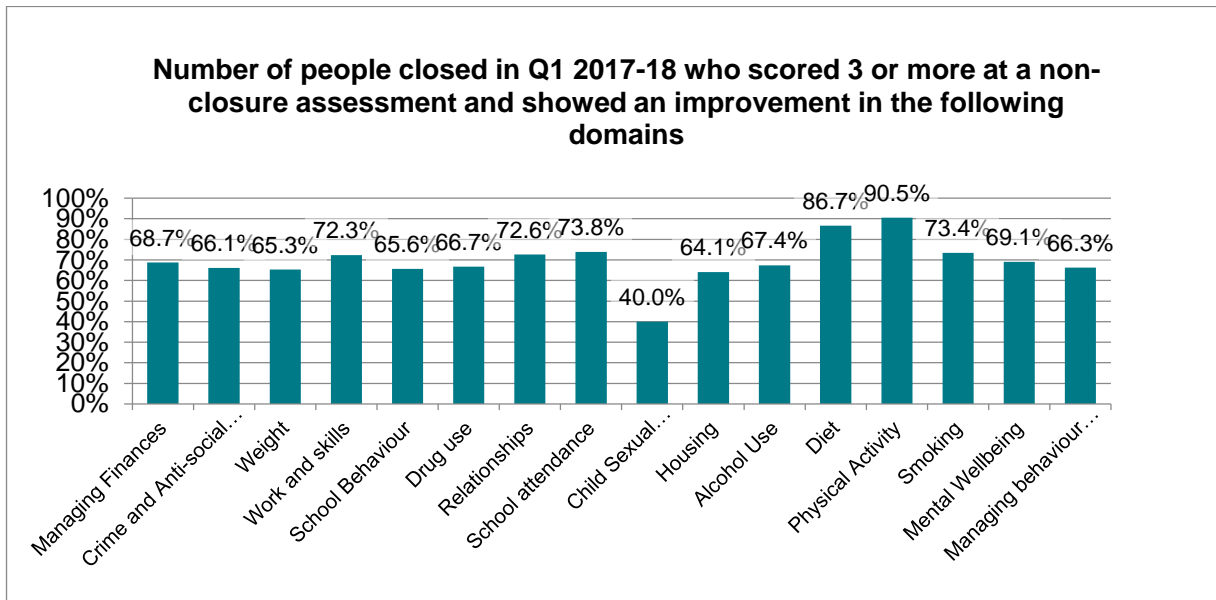
2. Delivery of the Service

2.1 The chart below shows the range of referring organisations.



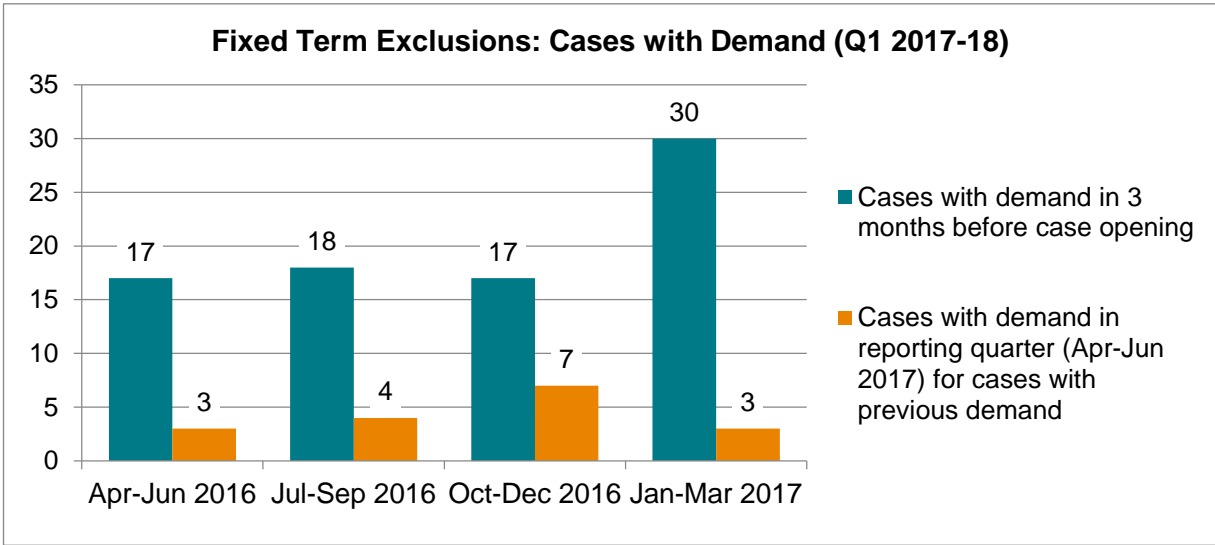
2.2 During 2017/18 alone, Early Help worked with 4541 households. All referrals come through Early Help in the MASH where they are checked with MASH partners to ensure we have all required information, and then allocated to the appropriate teams based on the level of need. Numbers of referrals into the service have consistently exceeded targets, in 2017/18 4541 referrals were received, a 120% increase from 2015/16. The broad range of agencies referring in demonstrates the breadth of reach and understanding of the Early Help offer across different service areas. The number of self-referrals has increased significantly over the last three years, again suggesting behaviour change, residents doing things for themselves and self-referring.

2.3 Positive outcomes were achieved across the range of issues that Early Help supported residents with:

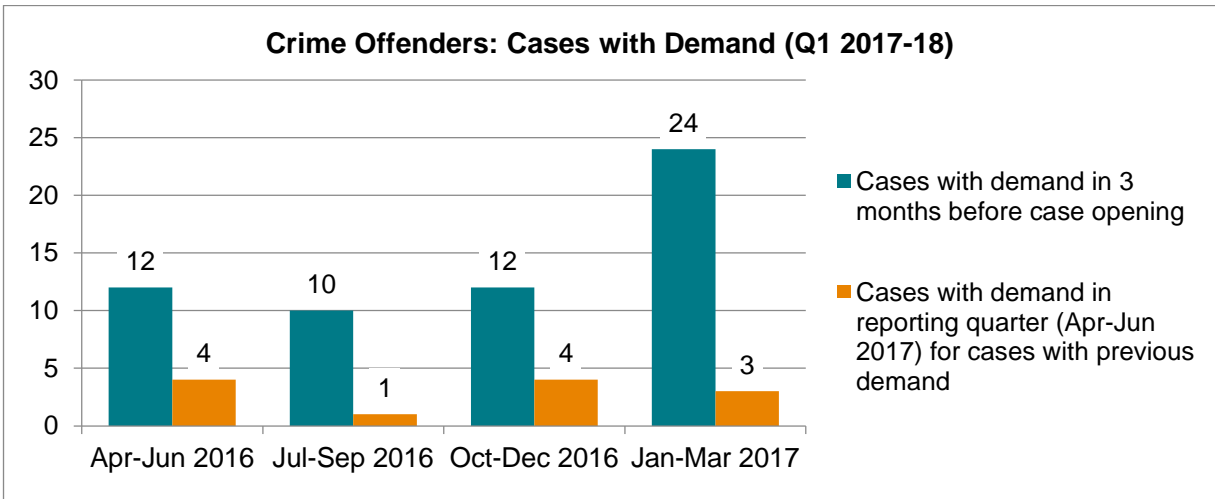


2.4

- This has resulted in a reduction in demand on education:



- and on crime:



2.4.1 Positive Steps remain a valued delivery partner and have demonstrated their willingness and ability to develop their service offer in line with commissioner expectations and reducing budgets.

3. Early Help development: next steps

3.1 We are close to completing a strategic review of the Council and key partners approach to early intervention and prevention. This review will make recommendations about investment in, commissioning and design of preventative services for both adults and children on a place based footing that may have direct relevance to this contract(s) and how going forward the service provided integrates with other preventative activity taking place in communities. An extension of twelve months to the current contract with Positive Steps will allow the implications of these recommendations to be worked through and implemented.

3.2 An independent review conducted of the current Early Help offer in spring 2017 confirmed that Early Help has achieved many good outcomes and is a positive and innovative model that is at the forefront of service development both regionally and nationally. The review acknowledged however that there had been considerable changes in the landscape since

the service was introduced at both GM and local level. A key reason for undertaking the review in 2017 was because Early Help is not on a sustainable financial footing and has been supported by use of reserves.

3.3 The Early Help contribution to reducing demand on Children's Social Care, is something that needs to be developed further within our emerging Oldham Family Connect approach (based on the Stockport Family model) linked to the GM Children's Services Transformation programme.

3.4 The current Early Help contract with Positive Steps ends on 31st March 2019. In order to maintain service continuity whilst the new arrangements are developed, it is therefore necessary to secure an interim arrangement for 2019/20. This will also align the end date of the contract with other services provided by Positive Steps.

4. **Options**

4.1 The following explores options for ensuring continuity of the Early Help service in the interim period between April 2019 and March 2020.

4.2 Option 1: Extend the existing Positive Steps contract

Significant time and effort went into establishing the Early Help service within Positive Steps and developing a staff culture that focused on enabling residents to develop the skills to effectively manage their own lives. Significant effort also went into incorporating a range of complementary activity (in particular, health checks and smoking cessation work) into the delivery model. This took a significant portion of the first year to fully embed and is now operating effectively and achieving very positive outcomes, as highlighted above.

Extending the contract with Positive Steps for one year would enable us to build on this and continue delivering positive outcomes within the context of the wider strategic review.

4.3 Option 2: Allow the contract to end on March 31st 2019

Whilst this option would result in revenue savings for 219/20 there would be an immediate impact on service delivery and subsequent pressure on both the Council delivered element of Early Help but also on specialist services such as adult and children's social care. The delivery of several key activities would need an alternative delivery model and if such arrangements were established some Positive Steps staff would have TUPE rights with any new provider. This option presents a significant risk to outcomes for families.

Preferred Option

4.4 Option 1 is the preferred option, to extend the existing contract until 31st March 2020.

5. **Consultation**

5.1 Stakeholder workshops have taken place in relation to the future options for Early Help and the development of Oldham Family Connect.

6. **Financial Implications**

6.1 The cost remains the same as in 2018/19; maintaining the contract sum at the current cost negates the impact of annual inflationary increases and represents a saving in real terms.

-
- 6.4 There is an on-going review of the Early Help delivery model, scheduled to be completed for implementation in 2020/21, part of which is addressing the cost base of the service. This will allow for a consideration of the on-going funding requirement for the service which will be an element of the 2020/21 budget process.

(Jenny Howarth Senior Accountant/Andy Cooper Senior Finance Manager)

7. **Legal Services Comments**

Contained in the Commercially confidential report.

8. **Co-operative Agenda**

- 8.1 The Early Help service has been developed specifically in order to support the Council's Co-operative agenda. It is focused on providing the support to residents that they need in order to develop the skills to be able to help themselves.

9. **Human Resources Comments**

- 9.1 There are no implications for local authority staff.

10. **Risk Assessments**

- 10.1 The risks of the preferred option are minimal, because it is continuing with the current position. As noted above and in the financial comments, the main risk is financial.

11. **IT Implications**

- 11.1 Positive Steps will need to continue providing case management and reporting information, using appropriate IT systems.

12. **Property Implications**

- 12.1 None

13. **Procurement Implications**

14. **Environmental and Health & Safety Implications**

- 14.1 None

15. **Equality, community cohesion and crime implications**

- 15.1 None as the proposal is to continue with the current service delivery model.

16. **Equality Impact Assessment Completed?**

- 16.1 No

17. **Key Decision**

- 17.1 Yes

18. **Key Decision Reference**

18.1 PCS-01-18.

19. **Background Papers**

19.1 None

20. **Appendices**

20.1 None

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Report to Cabinet

Approval to Extend the Contract for the Delivery of Oldham's Integrated Support Services to Young People

Portfolio Holder: Cabinet Member – Children's Services (Councillor Amanda Chadderton)

Officer Contact: Merlin Joseph Interim Director of Children's Services

Report Author: Ed Francis

Ext. 6671

25th February 2019

Reason for Decision

The current contract for delivery of Oldham's Integrated Support Services for young people (commonly referred to as Targeted Youth Services) end on March 31st 2019. There is provision within the contract to allow for a further year's extension and this report requests approval to extend the contract for a further 1 year from 1st April 2019 to 31st March 2020.

Executive Summary

The Council currently commissions Positive Steps to deliver a range of services to support Oldham's young people under the overarching banner of Targeted Youth Services. Whilst Positive Steps have been the provider of some of these services for some considerable time, the current contractual arrangement commenced in April 2015. The service offer consists of

- support to young people around sexual health and substance misuse;
- services for young carers;
- delivery of missing from home return interviews;
- careers information advice and guidance to vulnerable groups and
- Youth Justice Service.

Many of these services have their basis in statutory requirements of the local authority and stakeholders within the Council range across public health, education and children's social care.

Contract monitoring and performance data shows overall good performance against the contract particularly when considered against budget reductions over the four years it has been in place. Both the SEND review in October 2017 and the independently led review into children's social care in January 2018 highlighted positive aspects of delivery.

An example of the success of the integrated model across Positive Steps are the education, employment and training (EET) outcomes for young people involved in the criminal justice system. The addition of a resettlement and education co-ordinator to the team has continued to evidence a positive impact on outcomes.

We are close to completing a strategic review of the Council and key partners approach to early intervention and prevention. This review will make recommendations about investment in, commissioning and design of preventative services for both adults and children on a place based footing that may have direct relevance to this contract(s) and how going forward the range of services currently provided integrate with preventative activity taking place in communities.

An extension of twelve months to the current contract with Positive Steps will allow the implications of these recommendations to be worked through and implemented.

Recommendation

That approval is given to extend the contract for the delivery of Oldham's Integrated Support Services for Young People with the current provider Positive Steps for the period 1st April 2019 to 31st March 2020.

Approval to extend the contract for delivery of Oldham's Integrated Support Services for Young People

1 Background

- 1.1 The Council currently commissions Positive Steps to deliver a range of services to support Oldham's young people under the overarching banner of Targeted Youth Services. These include support to young people around sexual health and substance misuse; services for young carers; delivery of missing from home return interviews; careers information advice and guidance as well as the Council's Youth Justice Service.
- 1.2 The contract is part-funded by Public Health and Youth Justice Grant, with the balance of funding being Council mainstream budget, any reduction in these sources of funding has been applied as a reduction in the contract value rather than by increasing the base budget.
- 1.3 Positive Steps have successfully delivered against the targets set within the contract and have worked with the Council to accommodate budget reductions across service delivery. Targets for 2019/20 will be discussed in line with the savings applied.
- 1.4 A further savings proposal in 2017/18 was approved to reduce the 2018/19 contract value. The required reduction was only implemented for the final 2 quarters of the year.
- 1.4 The full reduction will apply for 2019/20.
- 1.5 It should also be noted that Positive Steps also deliver the commissioned element of the Council's Early Help Offer. This service area is currently subject to a review in order to inform future commissioning intent.
- 1.6 The outcome of this review could result in changes for Positive Steps as a delivery organisation in terms of possible further funding reductions which may impact on staffing and availability to offer a flexible yet effective delivery model.
- 1.7 This report is to approve a contract extension for a further 1 year period.
- 1.8 It should also be noted that there is potential for reduction to the overall contract value as a result of reduced Youth Justice Grant. Historically, this amount has been reduced, year on year however, we are not normally notified of final figures until later in the year.

2 Current Position

- 2.1 The current contract with Positive Steps is delivered under 3 key service function areas which are detailed below:
 - Lot 1 - The health and wellbeing of our young people
 - Lot 2 – The prevention and reduction of youth offending and crime prevention -
 - Lot 3 – Support for vulnerable young people who are at risk

- 2.2 The contract includes some of the key performance indicators for the most vulnerable cohort including reducing the NEET (not engaged in education, employment and training) rate and reducing youth re-offending.
- 2.3 Taking into account the funding reductions to service delivery and wider socio economic challenges which have impacted on some of the cohorts they support, Positive Steps have continued to achieve the key performance measures to a good standard and have contributed to an overall improvement of outcomes for children and young people.
- 2.4 The challenges facing Oldham's children and young people continue to increase and support for vulnerable cohorts is essential to ensure they meet their full potential and progress into productive adulthood in line with Council ambition.
- 2.5 It should be noted that the reduction of funding for 2018/19 has resulted in a reduced offer in one or more key service areas within the contract and may have an impact on the outcomes already achieved.
- 2.6 We have worked with Positive Steps to manage the reduction and to explore wider funding opportunities to offset some of the impact.
- 2.7 Against the three main contract areas there are a number of Key Performance Indicators some of which are the prime responsibility of Positive Steps and others where they are a contributing agency.
- 2.8 We are close to completing a strategic review of the Council and key partners approach to early intervention and prevention. This review will make recommendations about investment in, commissioning and design of preventative services for both adults and children on a place based footing that may have direct relevance to this contract(s) and how going forward the range of services currently provided integrate with preventative activity taking place in communities. An extension of twelve months to the current contract with Positive Steps will allow the implications of these recommendations to be worked through and implemented.

3. **Options/Alternatives**

3.1 **Option 1 – exercise the option to extend the current contract for twelve months**

Extend the contract for the delivery of Targeted Youth Services for Oldham's Young People to Positive Steps for the period 1st April 2019 to 31st March 2020. This option would guarantee service continuity and ensure young people continue to be able to access services through an integrated delivery model. Consideration has been given to an extension for a period of six months but it is not thought that this is enough time to complete the strategic review and also commission any remodelled services.

3.2 **Option 2 – cease commissioning arrangements with Positive Steps**

Decide not to extend the current commissioning arrangements with Positive Steps beyond 31st March 2019 when the current contract expires. This option is not thought to be tenable as it would leave the Council in breach of some of its statutory duties. Key elements within the contract have a statutory basis and the range of services aims to ensure vulnerable young people have the best chance of progressing into productive adulthood in line with Council ambition.

4 Preferred Option

4.1 Option 1 – extend the current contract

Extend the contract for the delivery of Targeted Youth Services for Oldham's Young People to Positive Steps for the period 1st April 2019 to 31st March 2020 guaranteeing service continuity until new arrangements are established.

5 Consultation

5.1 Previously, we have received extensive formal feedback from service users via the current provider for each of the service areas. The feedback was very positive and complimentary of highly regarded services for young people, and clearly references easy access to services, flexible and accommodating staff and strong support.

6 Financial Implications

6.1 Subject to the same levels of funding from Public Health and Youth Justice Grant the proposed contract extension is affordable.
C. Holdaway (Accountant)

7 Legal Services Comments

7.1 There is a provision within Rule 17.1 (a) of the Council's Contract Procedure Rules to modify a contract for the provision of services where the original tendered contract contains clauses allowing for such modification as well as the conditions under which they may be used and do not provide for modifications that would alter the overall nature of the contract. This is the case here where the contract was awarded for three years with the option to "extend the term of the contract by a further period or periods of up to twenty four months provided that the total term of the contract does not exceed a total of five years." . (Elizabeth Cunningham Doyle)

8. Co-operative Agenda

8.1 The recommended option aligns with the Council's Co-operative agenda. The provider is an existing local organisation with a proven track record of engaging Oldham's most vulnerable young people in positive activities.

8.2 The activities included within these services are aimed at ensuring young people achieve and succeed, becoming productive Oldham citizens. They encourage young people to do more for themselves and promote independence for young people so that they can begin to take responsibility for their own future and 'do their' bit for themselves and for Oldham as a Borough.

9 Human Resources Comments

9.1 N/A

10 Risk Assessments

10.1 N/A

11 IT Implications

- 11.1 None.
- 12 **Property Implications**
- 12.1 None.
- 13 **Procurement Implications**
- 13.1 Provision exists in the original procurement exercise to extend this contract in line with the recommendations in this report. Strategic Sourcing therefore supports the recommendations in this report. Mohammad Sharif, Sourcing & Contracts Consultant 07.12.2018
- 14 **Environmental and Health & Safety Implications**
- 14.1 None.
- 15 **Equality, community cohesion and crime implications**
- 15.1 Positive Steps is an established and regarded provider of services in Oldham. They have extensive partnership arrangements in place and are effective in engaging members of the community. Positive Steps is required to actively engage young people from across the many diverse communities within Oldham and this recommended option provides continued opportunity for them to do so.
- 16 **Equality Impact Assessment Completed?**
- 16.1 No
- 17 **Key Decision**
- 17.1 Yes
- 18 **Key Decision Reference**
- 18.1 PCS-02-18.
- 19 **Background Papers**
- 19.1 None
- 20 **Appendices**
- 20.1 None



Report to Cabinet

Council Performance Report December 2018

Portfolio Holder:

Councillor Sean Fielding, Leader of the Council

Officer Contact: Dami Awobajo, Head of Business Intelligence

Report Author: Dami Awobajo, Head of Business Intelligence
Ext. 1559

Date: 25 February 2019

Reason for Decision

The purpose of this report is to allow:

- The review of Council Performance for December 2018
- The scrutiny of areas of underperformance as appropriate

Recommendations

- To note areas of good performance
- Agree improvement plans for any areas of under performance.

Oldham Profile in Numbers

POPULATION

Total Population (Mid 2016) **232,724** 

Male 49.3% 50.7% Female

Aged 0-15 25.3% Aged 16-64 58.9% Aged 65+ 15.8%

White 79.5% Pakistani 9.1% Bangladeshi 6.6% Other 4.9%

Census 2011/ONS MY Estimate 2016



INCOME & BENEFITS

Median Household Income **£24,652**

58.2% Employment Rate
11.7% Out of Work Benefits
2.9% Unemployment
7.5% ESA Benefits

CACI 2017/Census2011/DWP 2017



HOUSING

54.4% Owner Occupied

12.1% in Fuel Poverty
22.4% Social Rented
15.8% Private Rented
25.1% Claiming Council Tax Benefits/Housing Benefits

PRM in Oldham 2018/DECC 2014/Council Tax 2017



HOUSEHOLD INFO

Number of Households **94,946**

30.3% Single Person Households
13.1% Lone Parent Households
7.5% Overcrowded Households
60.7% with No Children

OMBC Council Tax 2017/Census 2011



98% with at least 1 qualification at KS4

63.7% School-Ready Children with standard pass in GCSE English and Maths

96.4% young people aged 16 to 18 are in EET
92% staying in education or entering employment
29.6% Adults with No Qualifications

Positive Steps 2017/Census 2011/OMBC BIS 2017

HEALTH

16.3% Long Term Health Problems/Disabilities 

77.2 yrs Male Life Expectancy
80.9 yrs Female Life Expectancy
23.7% Currently Smoke

Obese Children

Reception: 10.2% Year 6: 21.4%

Census 2011/Public Health England 2016/Acorn 2015

CRIME

Crimes Recorded **816.8** (per 10,000 of the Population) 

163.2 Theft Rate
62.0 Burglary (Dwellings) Rate
122.5 Criminal Damage Rate
81.2 Serious Violent Crime (ABH) Rate

GMP 2016

COMMUNITY

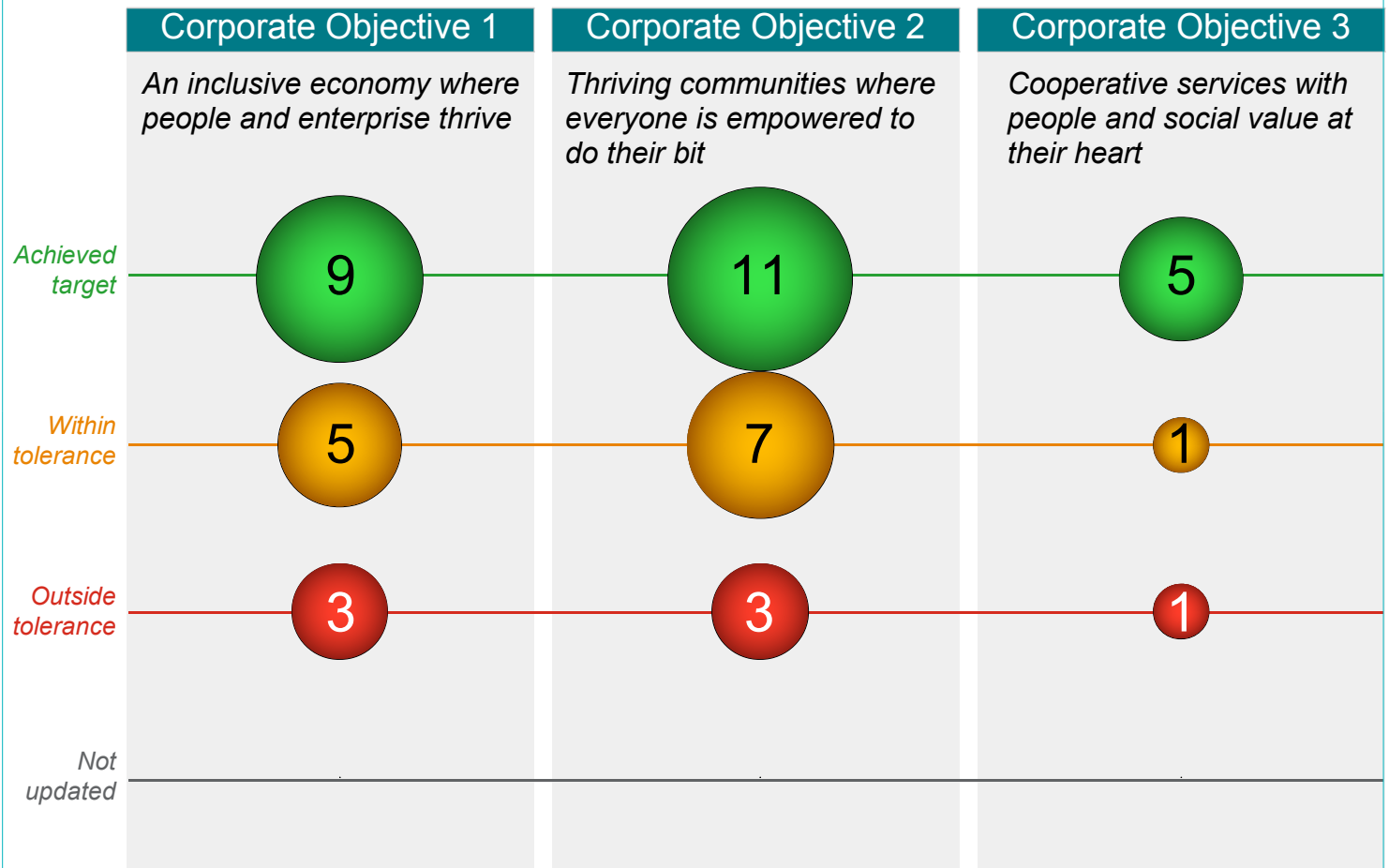
Satisfied with Local Area **71%** 

38% Volunteered in Last 12 Months
36% Local Election Turnout
26% Feel Involved in Community

YYC 2013 / OMBC Election team 2016

Performance Measures by Objective

Details in Appendices I and II



Action Summary

Details in Appendix III

	Total Actions	Updates commence 31 Dec 2018				
		Not Updated	Complete	On Track	Behind Schedule	Unlikely to Achieve
Chief Executive	2			2		
People and Place	27			21	6	
Health and Adult Social Care CS	7			7		
Childrens Services	13			10	3	
Corporate and Commercial Services	7			7		
Strategic Reform and Public Health	14			12	2	
Admin Priority only	33			24	9	

Details in Appendix IV

Risk Summary

Chief Executive

A	0	0	0	0
B	0	0	0	0
C	0	0	0	0
D	0	0	0	0
E	0	0	0	0

Corporate and Commercial Services

A	0	0	0	0
B	0	0	0	0
C	0	0	0	0
D	0	0	0	0
E	0	0	0	0

People and Place

A	0	0	0	0
B	0	0	1	0
C	0	1	4	0
D	0	8	2	0
E	0	0	0	0

Health and Adult Social Care CS

A	0	0	0	0
B	0	0	0	0
C	0	0	0	0
D	0	0	0	0
E	0	0	0	0

Strategic Reform and Public Health

A	0	0	0	0
B	0	0	0	0
C	0	4	3	0
D	0	0	4	0
E	0	0	0	0

Childrens Services

A	0	0	0	0
B	0	0	0	0
C	0	0	0	0
D	0	0	1	0
E	0	0	0	0

IV III II I

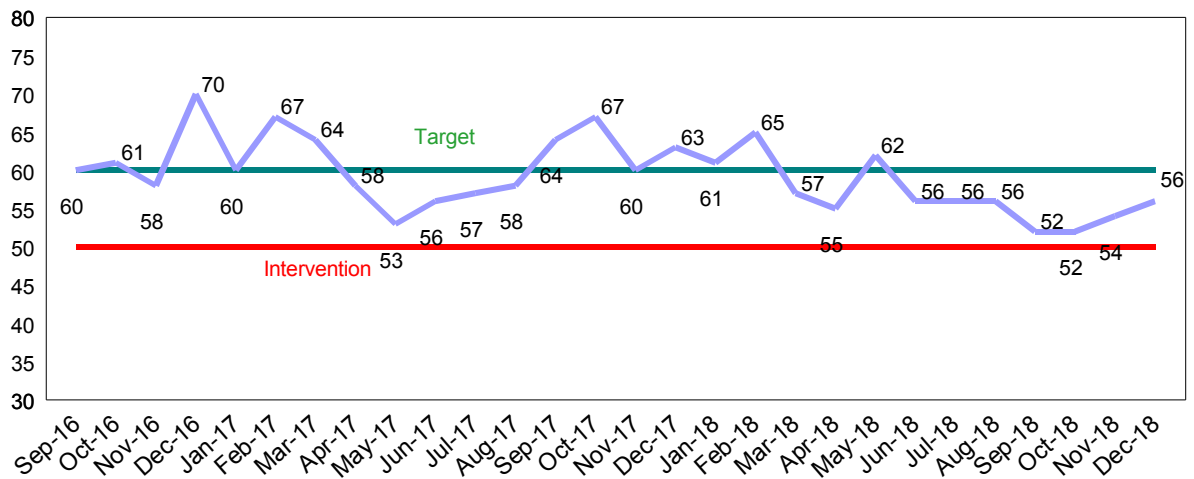
IV III II I

IV III II I

Likelihood	Impact
A Very High	I Catastrophic
B High	II Critical
C Significant	III Marginal
D Low	IV Negligible
E Very Low	

RAG-rated Performance Measure Trend (December 2018)

Performance Measures that achieved their target as a percentage of all reported Performance Measures. The aim is for 60% or more of the Performance Measures to have met their target.



No Update

0

> 5% off Target

7

Off Target

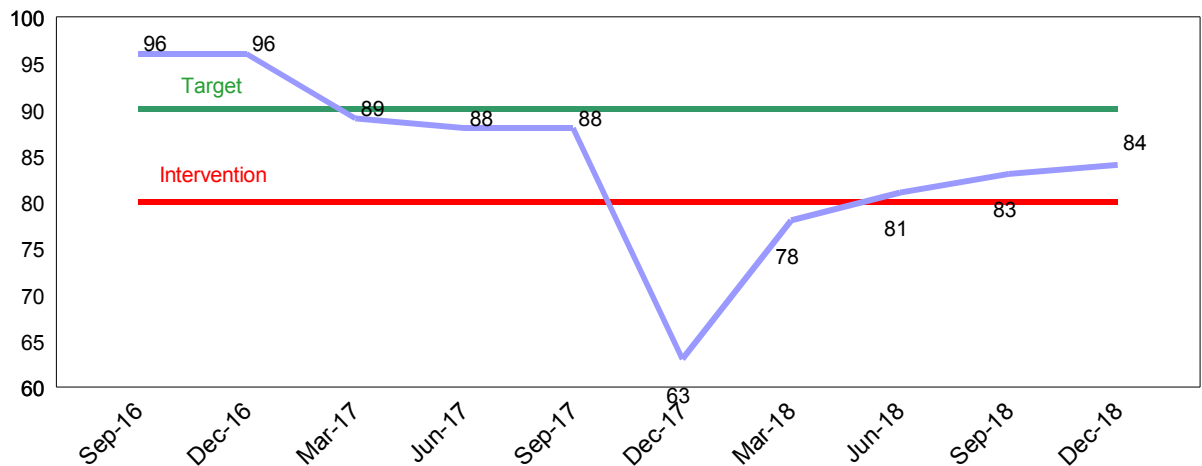
13

Achieved Target

25

Action Trend (December 2018)

Corporate Actions that are on track or completed as a percentage of all reported Corporate Actions. The aim is for 90% or more of the Corporate Actions to be on track or complete.



No Update

0

Unlikely to achieve

0

Behind schedule

11

On track

59

Complete

0

SICKNESS (year to date)

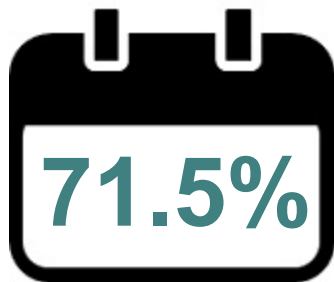


average days lost to sickness

top 3 reasons

The 3 most common causes of sickness are Musculo- Skeletal (29.82%), Mental Health (28.66%) and Stomach, Liver and Digestion related (8.26%)

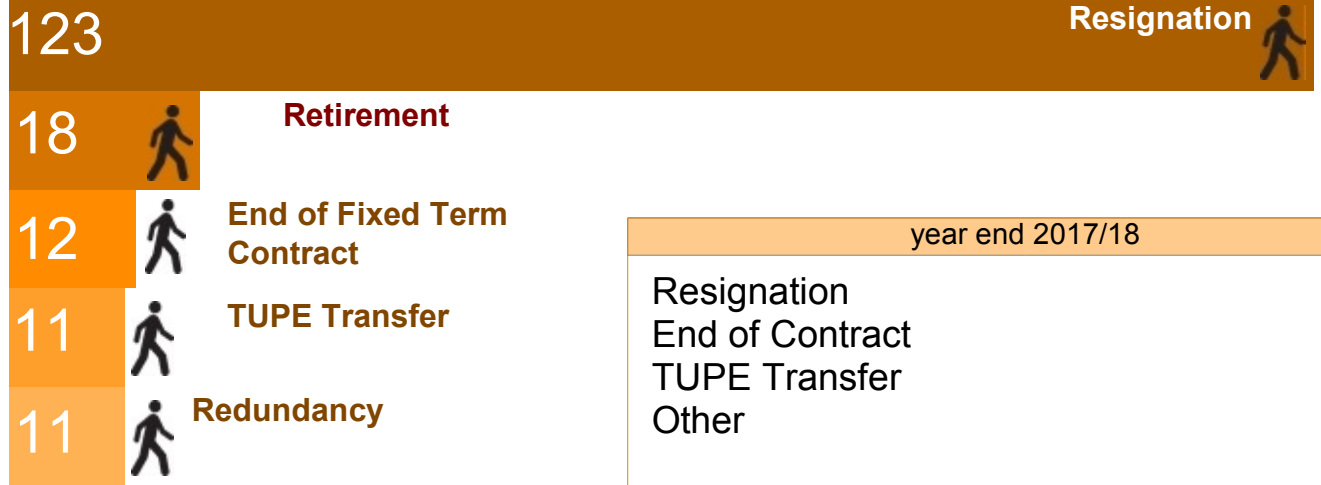
LONG TERM SICKNESS (year to date)



of days lost are due to long-term sickness

Long term absence is classed as any absence that is longer than 20 working days in duration.

TOP 5 REASONS FOR LEAVING (year to date)



year end 2017/18

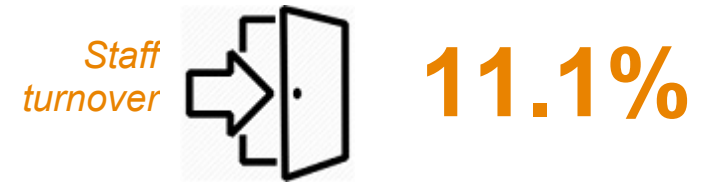
Resignation	186
End of Contract	13
TUPE Transfer	11
Other	13

SICKNESS TOP 3 DIVISIONS (year to date)

1	Economy	9.62 days per FTE
2	Public Health - Youth and Leisure	8.96 days per FTE
3	Children's Communities and Early Intervention	6.06 days per FTE

Average days FTE per employee is calculated by total sick days in the service since the start of the year divided by total number of FTE. Smaller service's figures may be more disproportionately affected by individual instances of long terms absence

TURNOVER (year to date)

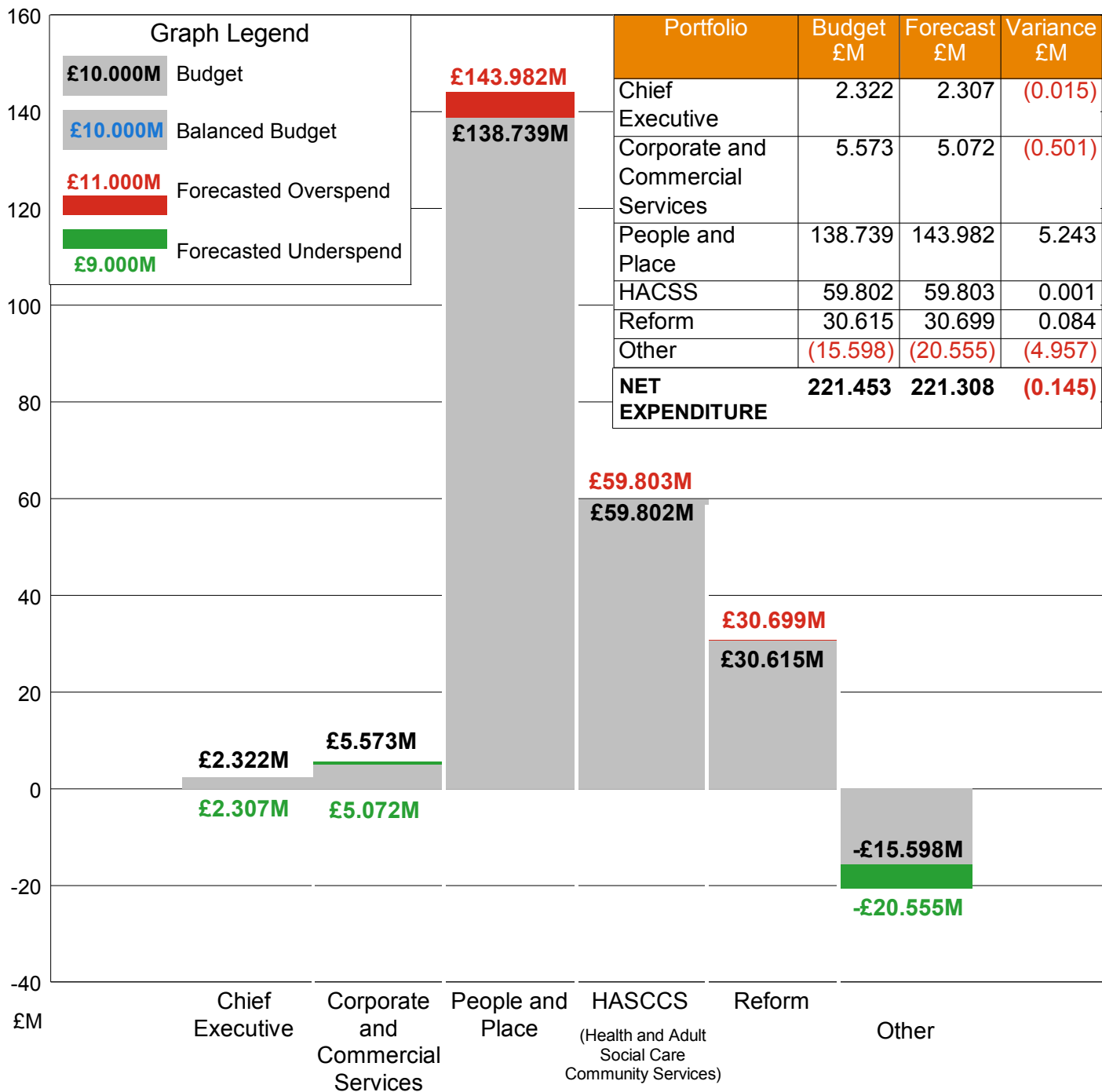


TURNOVER (rolling 12 months)



Budget Forecast

Month 8 2018/19



Approved 2018/19 Budget Reductions

Quarter 3 2018/19

Work in progress

£0.000M



Delivered

£6.686M

Appendices

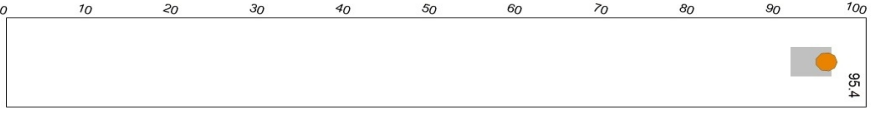
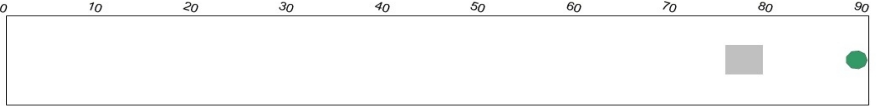
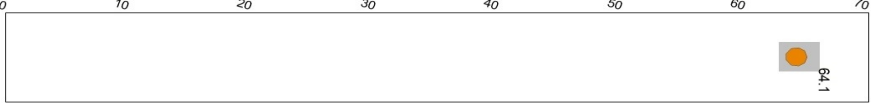
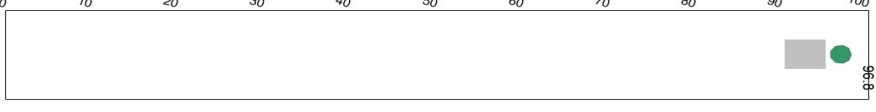
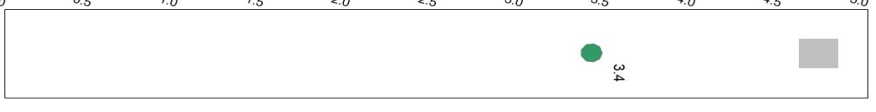
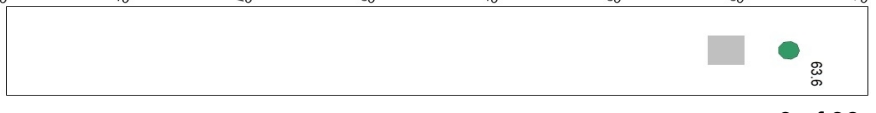
- I Corporate Measure detail
- II Red Corporate Measure Follow-up Action(s)
- III Corporate Plan Actions detail
- IV High-level Directorate Red Risk(s)

Appendix I - Corporate Measure Detail

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status		
									tolerance (+/- 5% of target)	LEGEND	● on or better than target ● within tolerance ● worse than tolerance

START WELL : Children and Young people get the best start in life and make the most of their education

✓	M819(CP) KS4 Basics (% of children who achieve level 4+ in both English and Maths at Key Stage 4)	Cllr P Jacques	Annual	61.8%	59.2%	60.5%	(Prev Yr)	60.5%	
✓	M730(CP) Percentage of pupils achieving the national standard in reading, writing and mathematics at the end of Key Stage 2	Cllr P Jacques	Annual	65.00%	57.00%	61.00%	(Prev Yr)	61.00%	
✓	M729(CP) Percent of children receiving their 1-3 preference of school place for the September intake in Reception and Year 7	Cllr P Jacques	Annual		New Measure	92.0%	(Prev Yr)	92.0%	
✓	M721(CP) Percent of Oldham schools that are judged as good or outstanding by Ofsted	Cllr P Jacques	Quarterly		84.0%	89.0%	(Prev Qtr)	89.0%	
✓	M716(CP) Timeliness of quality EHC plans: Percent completed within 20 weeks over 12 months	Cllr P Jacques	Monthly	63.5%	New Measure	60.0%	(Prev Mth)	60.0%	

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
✓	M700(CP) Attendance rates in Oldham Primary and Secondary Schools	Cllr P Jacques	Quarterly		95.4%	96.0%	(Prev Qtr) ACTUAL 95.2% TARGET 96.0%	96.0%	
✓	M649(CP) Percentage take up of 2 year-old children benefitting from funded early education places	Cllr P Jacques	Quarterly		85.8%	85.0%	(Prev Qtr) ACTUAL 88.7% TARGET 79.0%	79.0%	
✓	M648(CP) % of children who have reached a Good Level of Development (GLD) at the end of the Early Years Foundation Stage.	Cllr P Jacques	Annual		63.7%	66.0%	(Prev Yr) ACTUAL 63.7% TARGET 65.0%	66.0%	
	M639(CP) Achieve the expected standard for the childhood immunisation programme as indicated by uptake of MMR at age 5	Cllr Z Chauhan	Quarterly		96.8%	95.0%	(Prev Qtr) ACTUAL 96.8% TARGET 95.0%	95.0%	
	M640(CP) 16 to 17 year olds who are not in education training or employment (NEET)	Cllr S Mushtaq	Monthly	3.4%	3.6%	3.5%	(Prev Mth) ACTUAL 3.4% TARGET 4.6%	4.6%	
	M655(CP) Percentage of children seen by an NHS dentist in the last 12 months	Cllr Z Chauhan	Quarterly		New Measure	60%	(Prev Qtr) ACTUAL 63% TARGET 60%	60%	

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
	M668(CP) Number of children looked after by the authority - snapshot at end of month (measure now under review)	Cllr A Chadderton	Monthly		New Measure	400 - 725	(Prev Mth) ACTUAL 532 TARGET 400 - 725	400 - 725	<p>0 100 200 300 400 500 600 700 800</p> <p>534.0</p>
	M738(CP) Participation of 17 year olds in education or training (counted as Year 12 year group under CCIS)	Cllr P Jacques	Quarterly		94.00%	95.00%	(Prev Qtr) ACTUAL 93.20% TARGET 92.20%	92.20%	<p>0 10 20 30 40 50 60 70 80 90 100</p> <p>94.7</p>
	M860(CP) Percent of all infants due a 6-8 week check that are totally or partially breastfed	Cllr Z Chauhan	Quarterly	39.3%	38.0%	40.0%	(Prev Qtr) ACTUAL 38.0% TARGET 40.0%	40.0%	<p>0 5 10 15 20 25 30 35 40 45</p> <p>39.0</p>

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
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LIVE WELL : Adults of working age benefit from inclusive growth, live well and are empowered to do their bit

✓	M659(CP) Percent of NHS Health Checks offered which were taken up in the Quarter	Cllr Z Chauhan	Quarterly		42.0%	50.0%	(Prev Qtr) ACTUAL 42.0% TARGET 50.0%	50.0%	
✓	M408(CP) Total new homes built	Cllr H Roberts	Quarterly	486	New Measure	289	(Prev Qtr) ACTUAL 163 TARGET 144	216	
✓	M256(CP) Number of life long learning enrolments	Cllr S Mushtaq	Monthly		7,055	8,650	(Prev Mth) ACTUAL 4,216 TARGET 3,327	3,556	
	M63(CP) Number of visitors to Gallery Oldham	Cllr P Jacques	Quarterly		101,934	90,000	(Prev Qtr) ACTUAL 50,635 TARGET 43,000	67,500	
	M69(CP) Number of library visits per 1000 population. To library service points - not including web visits	Cllr P Jacques	Monthly		5,755	5,774	(Prev Mth) ACTUAL 5,674 TARGET 5,774	5,774	
	M197(CP) Number of visits to OCL Leisure Centres per 1000 population	Cllr Z Chauhan	Quarterly		New Measure	5,156	(Prev Qtr) ACTUAL 2,606 TARGET 2,578	3,867	

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
	M240(CP) Provision of high quality care: adult social care (CQC ratings for ASC providers)	Cllr Z Chauhan	Quarterly		New Measure	62	(Prev Qtr) ACTUAL 63 TARGET 62	62	
	M409(CP) Percentage of completed homes that are affordable	Cllr H Roberts	Quarterly	22.0%	New Measure	26.6%	(Prev Qtr) ACTUAL 0.0% TARGET 14.6%	9.7%	
	M548(CP) Proportion of adults with learning disabilities in paid employment in England	Cllr Z Chauhan	Quarterly	5.6%	New Measure	4.0%	(Prev Qtr) ACTUAL 2.4% TARGET 2.5%	3.0%	
	M645(CP) Number who successfully quit smoking at 4 weeks	Cllr Z Chauhan	Quarterly		606	1,065	(Prev Qtr) ACTUAL 323 TARGET 533	799	
	M646(CP) Early Help - Percentage of cases showing improvement	Cllr A Ur Rehman	Monthly		65.4%	65.0%	(Prev Mth) ACTUAL 62.4% TARGET 65.0%	65.0%	

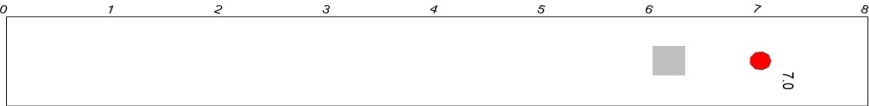
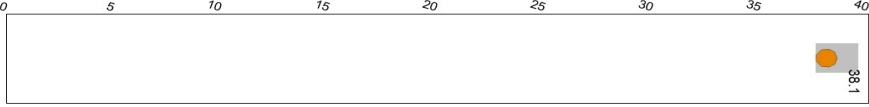
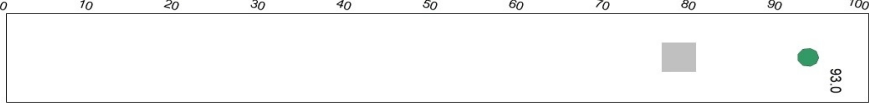
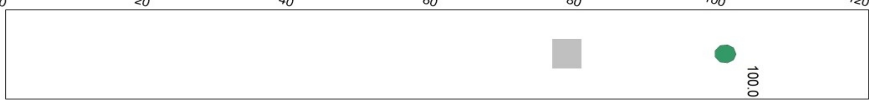
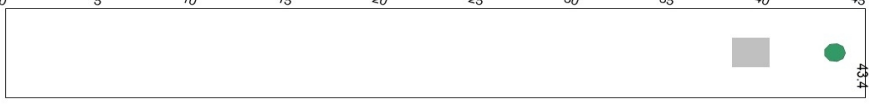

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
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AGE WELL : Older people live fulfilling lives and form part of an engaged and resilient community

✓	M565(CP) Delayed days (per 100,000 of the population) aged 18+ attributable to social care in England	Cllr Z Chauhan	Monthly	140 days	New Measure	926 days	(Prev Mth)	677 days	<p>ACTUAL 356 days TARGET 594 days</p>
✓	M543(CP) Number of individuals (65+) in a permanent residential or nursing placement – per 10,000 population 65+	Cllr Z Chauhan	Monthly		New Measure	200	(Prev Mth)	200	<p>ACTUAL 210 TARGET 200</p>
✓	M141(CP) Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement / rehabilitation services	Cllr Z Chauhan	Monthly	83.2%	90.0%	93.0%	(Prev Mth)	93.0%	<p>ACTUAL 91.7% TARGET 93.0%</p>
	M863(CP) Percent of eligible adults aged 65+ who have received the flu vaccine	Cllr Z Chauhan	Annual	72.2%	74.3%	75.0%	(Prev Yr)	75.0%	<p>ACTUAL 72.9% TARGET 60.0%</p>

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
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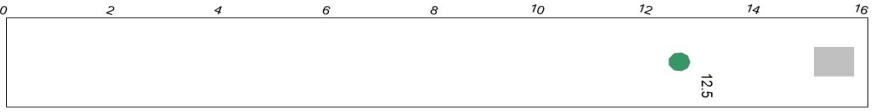
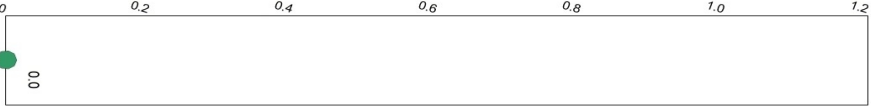
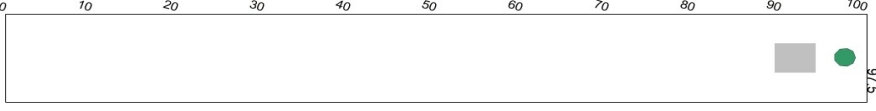
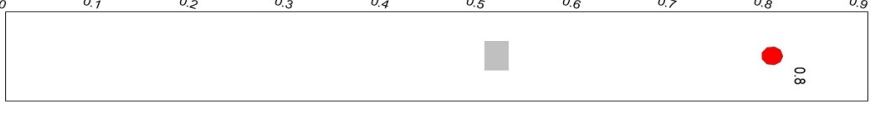
PLACE : An organisation that works cooperatively with residents and partners to deliver for Oldham

✓	M890(CP) Highways: Classified Network Surface Condition (Percentage of principal roads requiring maintenance)	Cllr A Shah	Annual		New Measure	6.0%	(Prev Yr) ACTUAL 0.0% TARGET 0.0%	6.0%	
✓	M501(CP) Percentage of Household waste sent for Reuse, Recycling or Composting	Cllr A Shah	Monthly	48.99%	39.85%	44.75%	(Prev Mth) ACTUAL 43.02% TARGET 41.82%	39.52%	
✓	M275(CP) Percentage of minor planning applications determined in time	Cllr H Roberts	Quarterly		66.0%	80.0%	(Prev Qtr) ACTUAL 98.8% TARGET 80.0%	80.0%	
✓	M274(CP) Percentage of major planning applications determined in time	Cllr H Roberts	Quarterly		75.0%	80.0%	(Prev Qtr) ACTUAL 83.3% TARGET 80.0%	80.0%	
	M126(CP) Percentage CO2 reduction on 1990 baseline	Cllr A Jabbar	Annual 3yr in arrears		41.0%	40.0%	(Prev Yr) ACTUAL 41% TARGET 38.4%	40.0%	
	M493(CP) Streets and grounds inspection issues	Cllr A Shah	Monthly		New Measure	23.0%	(Prev Mth) ACTUAL 19.0% TARGET 23.0%	23.0%	

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
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WELL LED : Oldham has an inclusive economy, thriving communities and residents who are independent, resilient and engaged

✓	S368(CP) Percentage of national non domestic rates (NNDR) collected in year as a % of the total owed	Cllr A Jabbar	Monthly	96.73%	96.94%	96.94%	(Prev Mth)	80.60%	<p>ACTUAL 72.71% TARGET 71.74%</p>
✓	S357(CP) Percentage of council tax in year collected of the total owed (cumulative)	Cllr A Jabbar	Monthly	97.66%	94.53%	94.60%	(Prev Mth)	82.00%	<p>ACTUAL 72.90% TARGET 73.13%</p>
✓	M683(CP) Children's Social Care – Percentage of ICPCs within 15 working days of section 47	Cllr A Chadderton	Monthly	77.0%	71.6%	80.0%	(Prev Mth)	80.0%	<p>ACTUAL 81.0% TARGET 80.0%</p>
✓	M682(CP) Children's Social Care – Percentage of completed assessments to timescale	Cllr A Chadderton	Monthly	81.6%	87.8%	85.0%	(Prev Mth)	85.0%	<p>ACTUAL 85.9% TARGET 85.0%</p>
✓	M664(CP) Percentage of referrals which are repeat referrals to Children's Social Care	Cllr A Chadderton	Monthly	23.3%	18.7%	17 - 22%	(Prev Mth)	17 - 22%	<p>ACTUAL 23.7% TARGET 17 - 22%</p>
✓	M333(CP) Percentage Council spend in Oldham	Cllr A Jabbar	Monthly		35.00%	38.00%	(Prev Mth)	38.00%	<p>ACTUAL 49.83% TARGET 38.00%</p>

Admin Priority	Measure Name	Portfolio	Notes	GMCA Average	2017/18 Year End Outturn	2018/19 Year End Ambition	Previous Period	Current Month Target	Current Month Actual and Status
	M340(CP) Percent of Internal Audit Opinions resulting in Weak, Inadequate, Limited Assurance	Clir A Jabbar	Quarterly		New Measure	15%	(Prev Qtr) ACTUAL 15% TARGET 15%	15%	
	M900(CP) Percent of transformational change projects sponsored by SMT progressing through the corporately agreed gateway review process.	Clir A Jabbar	Quarterly		New Measure	100.0%	(Prev Qtr) ACTUAL 0.0% TARGET 0.0%	0.0%	
	M915(CP) Customer satisfaction (Contact Centre)	Clir A Jabbar	Monthly		95.05%	94.00%	(Prev Mth) ACTUAL 96.43% TARGET 94.00%	94.00%	
	S202(CP) Council Sickness Absence	Clir A Jabbar	Monthly	9.80	8.38	6.00	(Prev Mth) ACTUAL 0.95 TARGET 0.50	0.50	

Accountable Lead

Stewart Hindley

Follow-up Action

The month of December 2018 has evidenced an increase in sickness absence from 5.6 days at month 8 to 6.33 days at month 9 compared to a target for the same duration of 4.5 days lost. Absence rates over the winter months tend to result in an increase, however, management attendance is a high priority and support for staff is continuing alongside the health and wellbeing programme. Management refresher courses will be programmed for targeted areas over the next few weeks to ensure that management within these services are undertaking appropriate support and managing cases effectively

Target Date

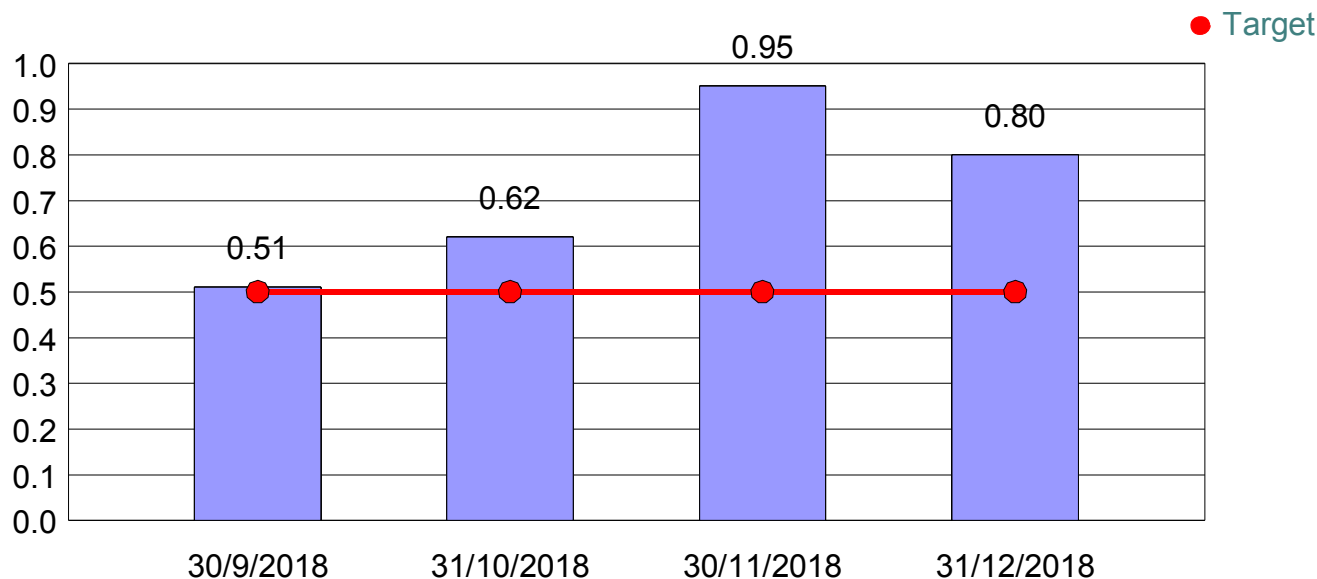
31 Mar 2019

Director Assurance

Dianne Frost

The 6 WDL target is a stretch target and continues to be our aspiration given the alignment with our absence policy. Work continues through Fit for Oldham to prevent absence

Current and Previous Performance



Benchmarking Period

Financial year

01 Apr 16 to 31 Mar 17

Updated Annually Averages

Geographical neighbours 9.8

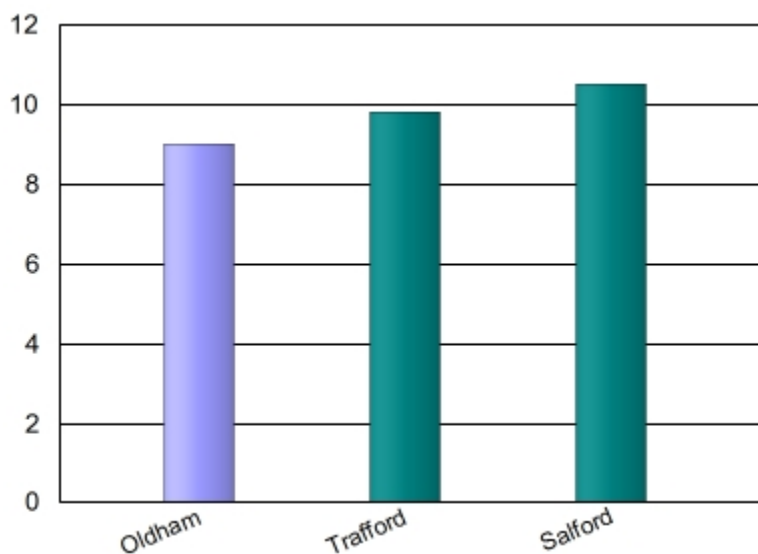
English authorities 8.7

GMCA 9.8

CIPFA nearest neighbours 11.5

Benchmarking Definition :

Sickness absence FTE days per employee (days per person)



Accountable Lead

Susannah Meakin

Follow-up Action

We are continuing to review our data and update our case load register regarding employment. We have a number of people on schemes towards employment which we hope will have fruition in next 12 months. We are also investing in the GM tender for supported employment services which should come into being in August / Sept 2019.

Target Date

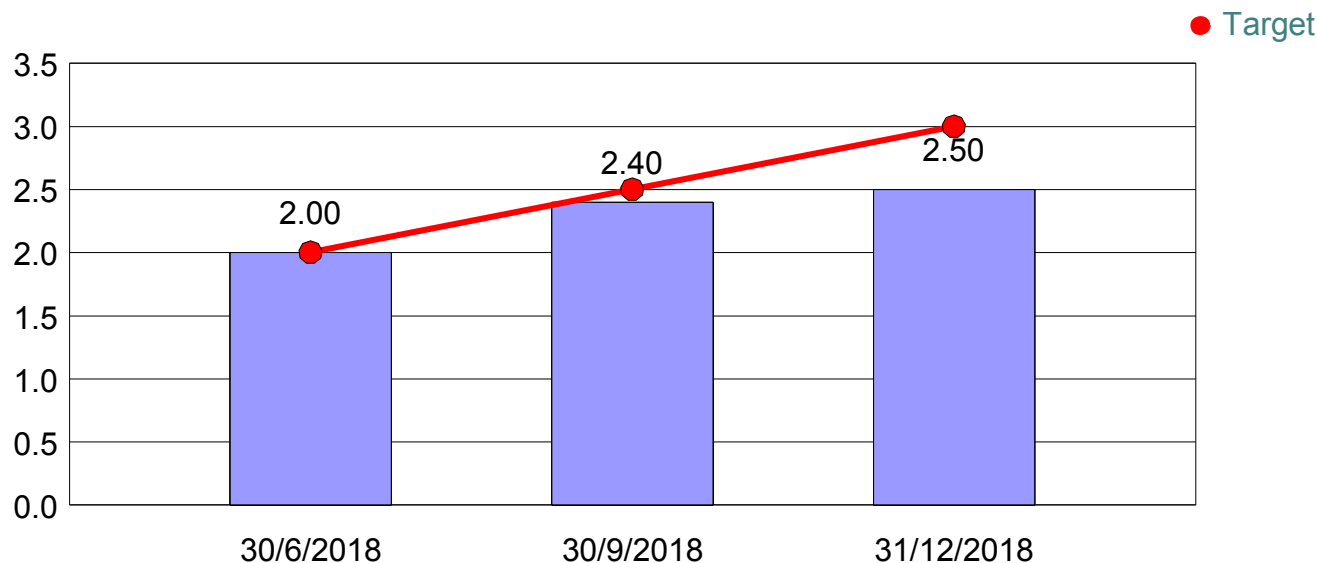
31 Dec 2018

Director Assurance

Mark Warren

Plans are in place to work with local & GM stakeholders to support more adults with a learning disability into employment. The Health & Wellbeing Board has delegated responsibility for addressing this to the Learning Disability Board. This will be over a 2 yr period working with local businesses.

Current and Previous Performance



Benchmarking Period

Financial year

01 Apr 13
to
31 Mar 14

Updated
Annually

Averages

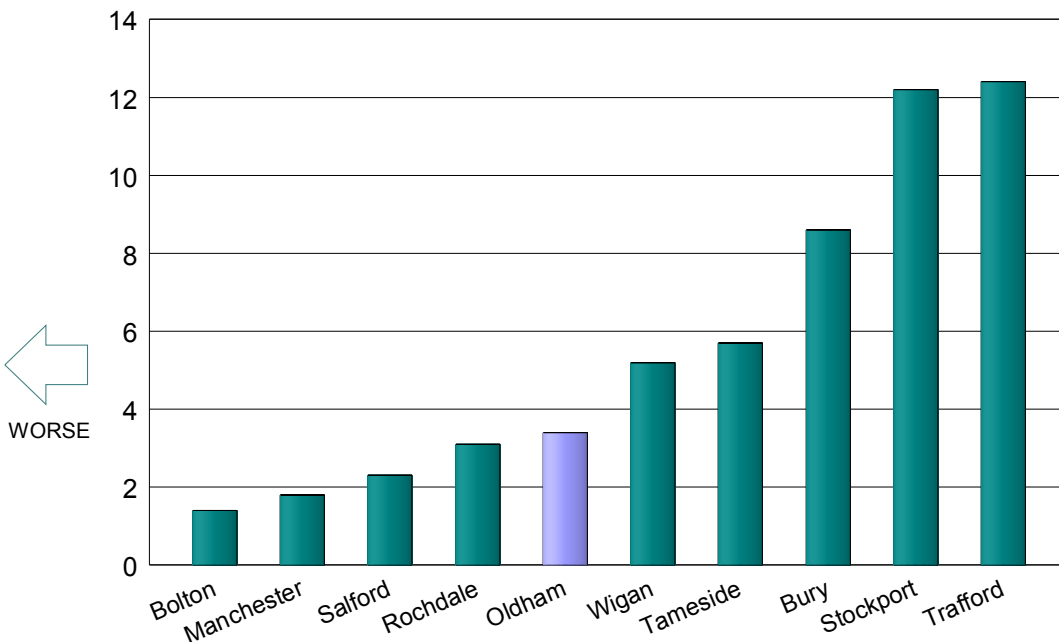
Geographical neighbours 5.0

English authorities 7.4

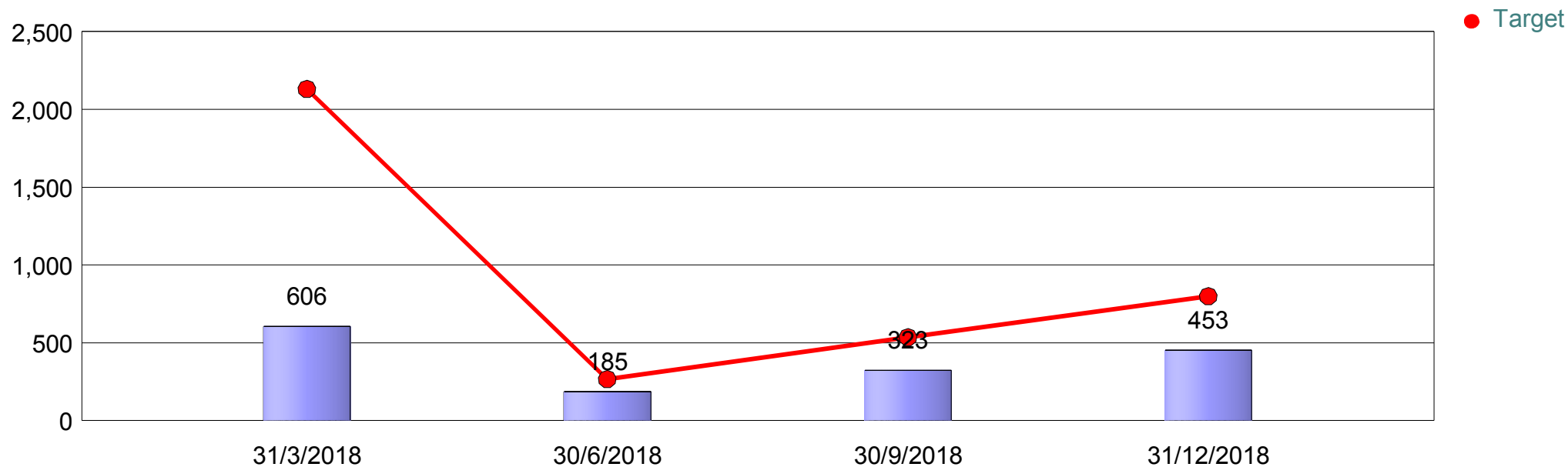
GMCA 5.6

CIPFA nearest neighbours 4.7

Benchmarking Definition : (Pre 2014-15) (%)



Current and Previous Performance



Follow Up Action and Assurance Details

Accountable Lead

Lianne Davies

Target Date

31 Mar 2019

Accountable Lead Follow Up Action

Increasing the uptake of stop smoking services continues to be challenging, although outcomes for those who access the service (quit rates) remain strong. The commissioned smoking cessation service, is part of the Early Help offer, and focuses on groups with the highest smoking rates including pregnant women, people working in routine and manual occupations and the wards with the highest prevalence. The work of the service is supported by wider work, for example the GM smoking in pregnancy programme which is working across stop smoking and midwifery services to increase quit rates.

Significantly increasing the numbers quitting smoking will require a different approach to commissioning services which considers the range and scale of support needed to reduce smoking rates, as part of our overall approach to health improvement, prevention and early intervention. This is being considered through the early intervention and prevention review, and exploration of future models for delivery of health improvement interventions which are aligned with primary care and place-based working.

Director Assurance

Katrina Stephens

Members of the PH team continue to support the stop smoking service provider. Oldham is fully engaged with GM work on making smoking history and this should support our local efforts to increase quit rates.

No Benchmarking Available

Accountable Lead

David Stringfellow

Follow-up Action

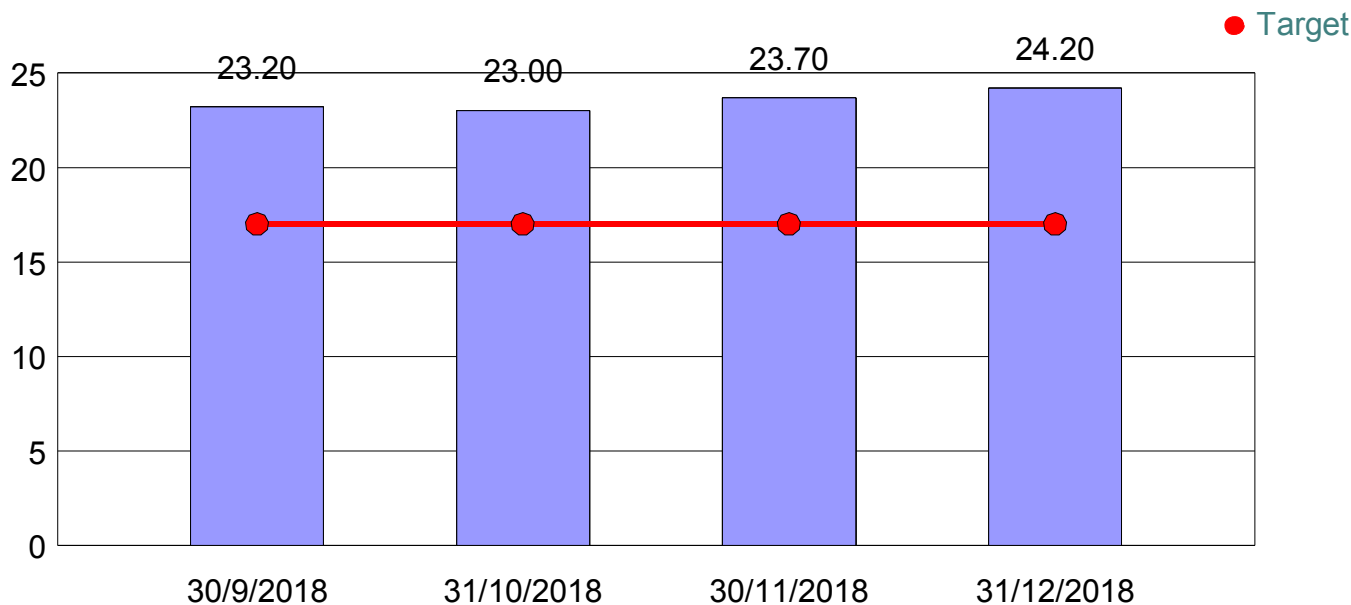
Referrals remain persistently above target, the result of systemic demand management challenges. The new operating model will address this. Tactical changes have been made to instil greater rigour across key decision making points.

Director Assurance

Merlin Joseph

We are aware of the main reasons for re-referrals and Family Support Workers are now targeting this work within the Children's Assessments Teams to address this.

Current and Previous Performance



Benchmarking Period

Financial year

01 Apr 16 to 31 Mar 17

Updated Annually

Averages

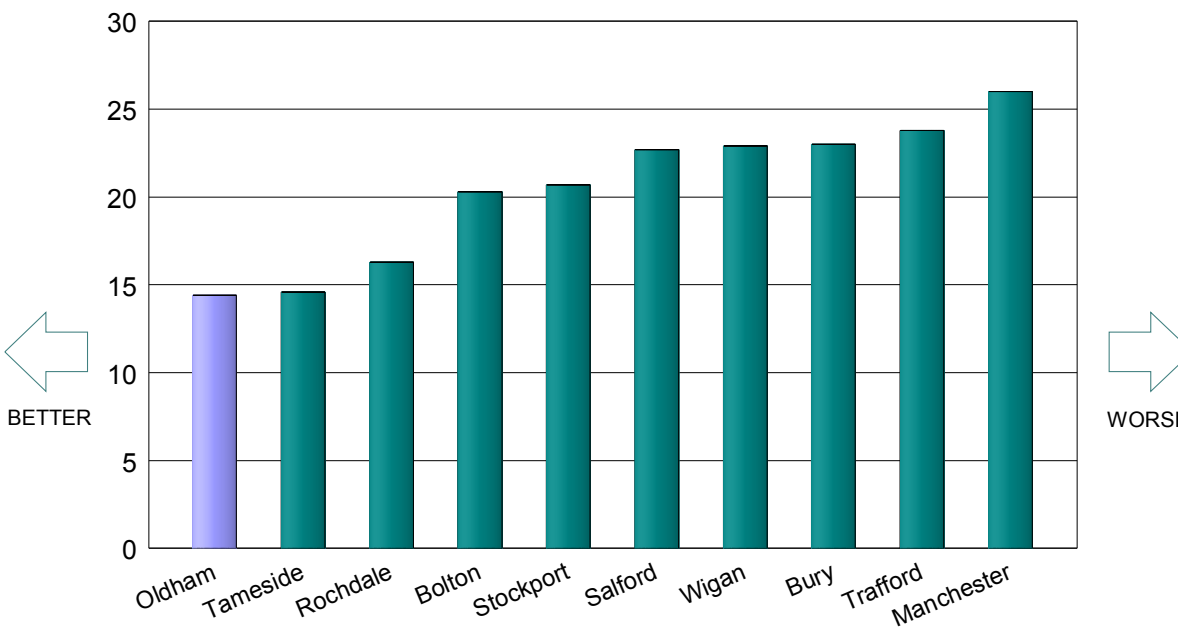
Geographical neighbours 19.6

English authorities 20.0

GMCA 20.5

CIPFA nearest neighbours 19.4

Benchmarking Definition : Referrals to children's social care within 12 months of earlier referral (%) (%)



Accountable Lead

Paula Green

Follow-up Action

The low percentage of timeliness is due to an historic backlog of circa 200 cases that had to be issued in the Autumn Term. This backlog has now been cleared and there are no outstanding assessments left that are beyond 20 weeks. From January 2019 the cumulative total starts again and we are currently at 100% timeliness in January 2019.

Target Date

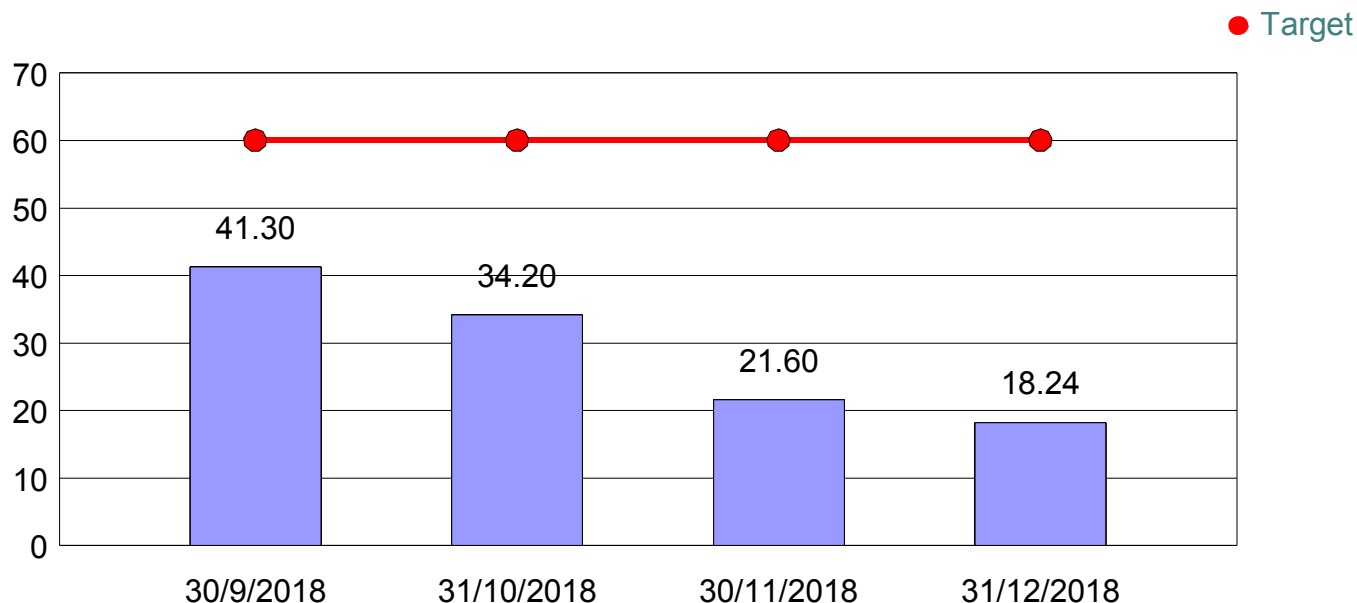
31 Dec 2018

Director Assurance

Andrew Sutherland

No further comment

Current and Previous Performance



Benchmarking Period

Calendar year

01 Jan 17 to 31 Dec 17

Updated Annually

Averages

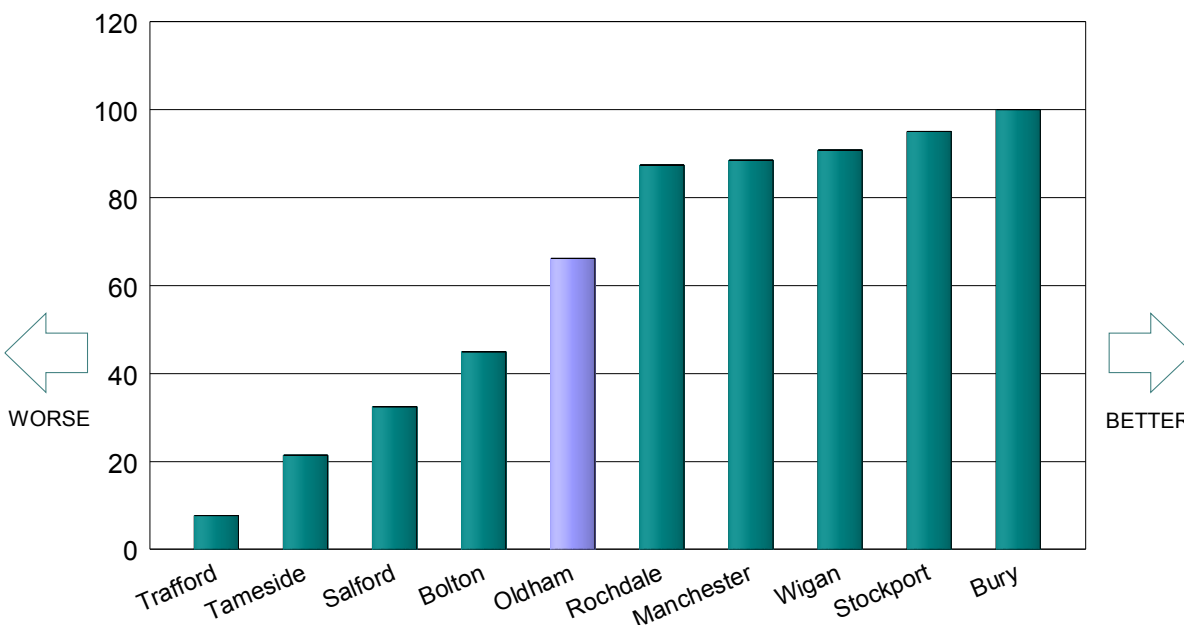
Geographical neighbours 64.6

English authorities 63.8

GMCA 63.5

CIPFA nearest neighbours 56.9

Benchmarking Definition : Proportion of new Education, Health and Care (EHC) Plans issued within 20 weeks, including exceptions (%)



Accountable Lead

Adrian Calvert

Follow-up Action

A range of actions are taking place with secondary schools to improve progress and attainment. These include:-

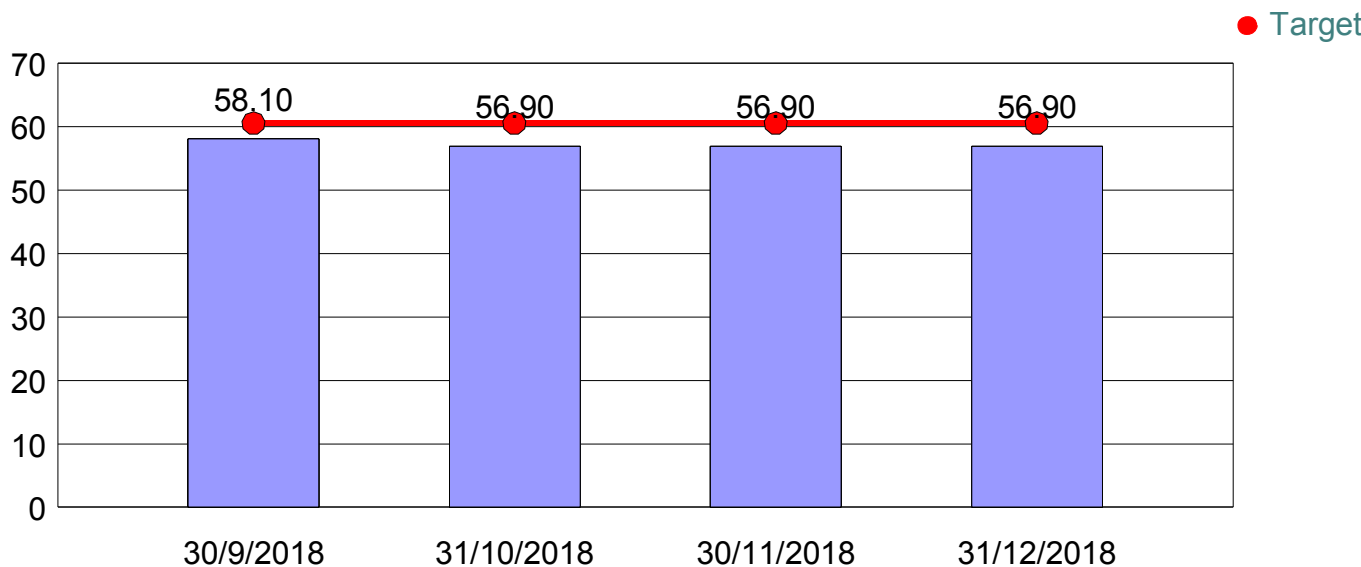
- Opportunity Area funded School to School Support is already taking place in 3 schools with 2 additional schools in the process of receiving support aimed at increasing performance.
- A project to support disadvantaged boys is being led by the Advantage Teaching School (Oldham Sixth Form College).
- Tutor Trust Support is taking place in Secondary Schools working with Year 11 disadvantaged pupils.
- A minimising exclusions project is working with a number of schools with the highest levels of exclusion.
- Several Schools have been involved in TLIF programmes including working the Institute of Physics and the Institute of Teaching.
- Schools have enrolled middle and senior leaders on NPQ schemes to further develop their leadership. Teaching and Learning leads have participated in a series of training session with the Research School to develop teaching and learning in schools.

Director Assurance

Andrew Sutherland

No further comment

Current and Previous Performance



Benchmarking Period

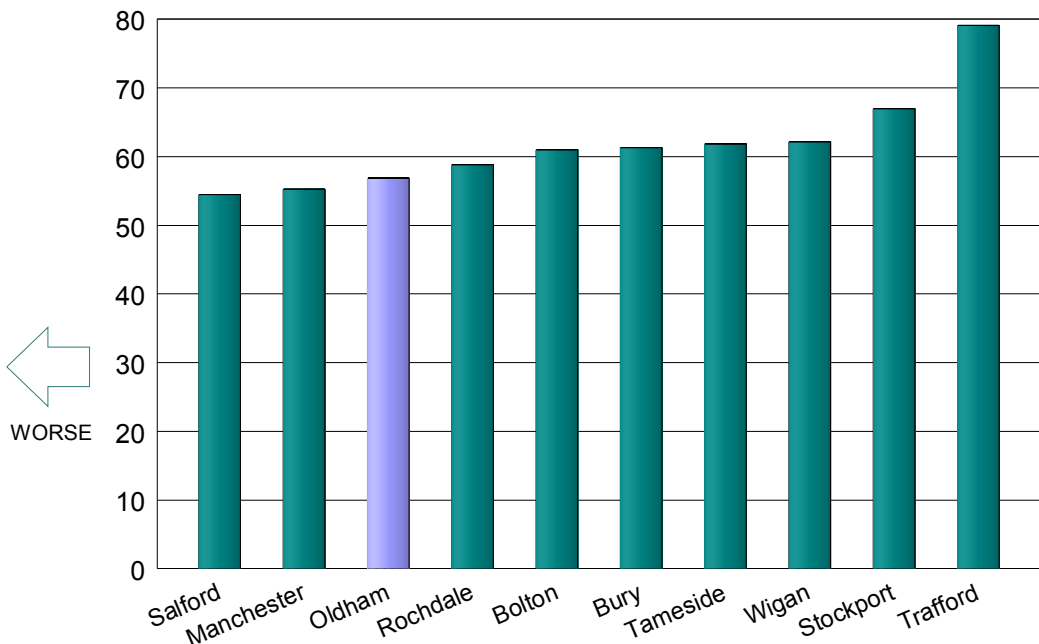
Academic year

01 Sep 17 to 31 Aug 18

Updated Annually

Averages

Benchmarking Definition : Percentage achieving 9-4 in English & mathematics (%)



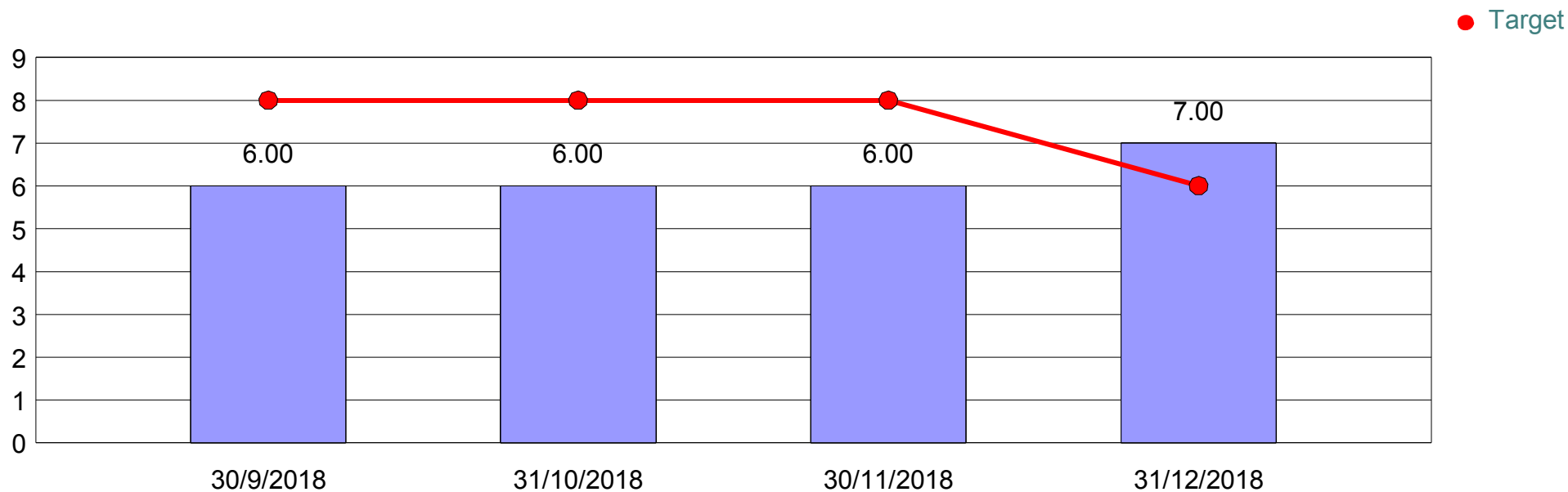
Geographical neighbours 61.2

English authorities 63.9

GMCA 61.8

CIPFA nearest neighbours 58.5

Current and Previous Performance



Follow Up Action and Assurance Details

Accountable Lead

Carol Brown

Accountable Lead Follow Up Action

This is raw survey data, and data processing is taking place which will remove any incorrect assumptions/anomalies with the survey for the year-end reported figure, including:

The annual scanner survey provided to Oldham Council is for 50% of the Network (one way) and the PI score of 7 is for 2018-19 data only. An average score of 2017-18 (5) & 2018-19 (7) should be the figure used to ensure reporting on 100% of the Network.

The entirety of the 2018-19 A Road resurfacing programme was carried out after the Scanner Survey was completed. Any red scanner data that was located within the limits of the resurfacing schemes will be removed during the data processing exercise.

Director Assurance

Helen Lockwood

No further comment

Target Date

29 Mar 2019

No Benchmarking Available

Appendix III - Corporate Plan Actions Detail

Ref	Admin Priority	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments	Director Approve Date
Corporate Objective 1 : An inclusive economy where people and enterprise thrive									
A01	✓	Fight for better transport links and connectivity to address economic imbalance across the region, in particular for routes between towns that don't involve travelling in and out of the city centre	Carol Brown	Cllr A Shah	8/1/2019	31/3/2019	31/3/2019	Ongoing work with TfGM & other organisations to ensure strategies/policies/future investment plans have positive impacts on the borough & fully reflect our priorities for a cleaner, greener & more prosperous Oldham- contributing to development of GMSF transport evidence base/delivery plan; submitting bids to GM Mayor's Cycling & Walking Infrastructure Fund.	10/1/2019
A02	✓	Extend free weekend car parking (up to 3 hours) in town centre beyond 2016	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	No change to the status of free weekend parking.	10/1/2019
A03	✓	Maintain 24-hour road repair promise for priority routes and invest in our highways	Carol Brown	Cllr A Shah	8/1/2019	31/3/2019	31/3/2019	The 24 – hour repair promise network continues to have capital funding investment and interventions to the appropriate level as detailed within the current approved Transport Capital programme.	10/1/2019
A04	✓	Deliver our Town Centre Masterplan to transform Oldham's economy	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2020	31/3/2020	Work commenced to develop and support a town centre vision and its top priorities.	10/1/2019
A05	✓	Deliver an exciting calendar of cultural events and attractions and enhance the tourism offer through Parliament Square and other locations and facilities	Emma Barton	Cllr P Jacques	8/1/2019	31/3/2019	31/3/2019	Town Centre / Parliament Sq: *Ghost Walks in October – 320 attendees. *Oldham Spooktacular in October – 3.5k attendees. *Reindeer Parade in November – 9k attendees. *Christmas Lights Switch On in November – 9k attendees. *Brass Monkeys music event in December - 1k attendees (poor weather). *Appearances of Town Centre Mascots - 850 meet-&-greet.	10/1/2019

Ref	Admin Priority	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments	Director Approve Date
A06	✓	Encourage investment in green and renewable technology to produce clean power and create jobs	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	Exploring options for renewable technology at Alexandra Park depot and refurbishment / new build of Tommyfield market.	10/1/2019
A07	✓	Support Oldham Education Partnership Board in prioritising all the recommendations of Education & Skills Commission	Andrew Sutherland	Cllr P Jacques	8/1/2019	31/3/2020	31/3/2020	The Oldham Education Partnership (OEP) is working well with political representation from Cllr Jacques. It has strong relationship with schools and is investing in a number of key school improvement initiatives which complement the work of the Opportunity Area (OA)	10/1/2019
A08	✓	Focus on raising standards in reading writing, maths and phonics to level up educational outcomes at the end of all key stages	Andrew Sutherland	Cllr P Jacques	8/1/2019	31/3/2019	31/3/2019	Work is taking place with coordination between the LA, OEP and OA. Included is system led support for key schools and CPD/strategic work in phonics, literacy, maths and SEND. Performance in phonics and SLC in KS1 is below national average but there are a range of funded interventions which are presently being implemented & monitored to close the gap	10/1/2019
A09	✓	Be a strong voice in Greater Manchester for Fair Growth - equality of opportunities and investment, fight poverty	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	Work is progressing with regards development of the Oldham ask of the GM ERDF Business Support programme, ensuring Oldham businesses get fair access to support services. Devolution of Adult Education Budget creates a real opportunity to shape the Oldham skills narrative.	10/1/2019
A10	✓	Identify key employment sites to secure new job opportunities and welcome new businesses into the borough	Emma Barton	Cllr S Mushtaq	8/1/2019	31/3/2019	31/3/2019	Broadway Green Works are progressing well on Phase 2 and contracts have been exchanged with Countryside on the 2nd residential plot. Hollinwood Junction The Eurogarages development opened	10/1/2019

Ref	Admin Priority	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments	Director Approve Date
A10					8/1/2019	31/3/2019	31/3/2019	21/9/18.Terms have been agreed for a pub/restaurant and a drive-thru coffee shop. The Deed of Variation for the inclusion of the Kaskenmoor site has been agreed.	10/1/2019
A11	✓	Support existing and attract new business from high profile retailers to independent traders	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	The Council completed two new transactions on its assets at 24 Clegg Street which has been sold to a dentist who is to refurbish prior to moving in. At 18 Greaves Street a lease has been completed to a micro bar which is due to open in January, 2019.	10/1/2019
A12	✓	Get Oldham Working to engage with 6,000 residents and fill 5,000 new employment-related opportunities by 2020	Emma Barton	Cllr S Mushtaq	8/1/2019	31/3/2020	31/3/2020	The Get Oldham Working project has filled 4,371 opportunities (Nov 18) which is 1,017 over target. This includes 3,158 residents into sustained, paid employment (890 over target) and 533 apprenticeships (137 over target)	10/1/2019
A13	✓	Encourage 'In work' progression to help at least 400 residents gain new skills so they can gain promotions up the career ladder (Career Advancement Service)	Emma Barton	Cllr S Mushtaq	8/1/2019	31/3/2019	31/3/2019	The service has engaged 461 residents. The project has recruited an additional staff member to achieve the target. Evaluation of the scheme is demonstrating a £5,500 uplift in wages for those completing the programme.	10/1/2019
A14	✓	Fight for a Fair Employment borough	Emma Barton	Cllr S Mushtaq	8/1/2019	31/3/2019	31/3/2019	The Council is reviewing its position relating to the GM Mayoral Employment Charter and the Council Fair Employment Charter.	10/1/2019
A15	✓	Deliver Oldham's Cultural Quarter including new Oldham Coliseum Theatre, Arts & Heritage Centre	Emma Barton	Cllr P Jacques	8/1/2019	31/3/2020	31/3/2020	Approval to re-tender the contract for the new heritage and arts centre was obtained from Cabinet in November. In addition Cabinet has approved feasibility work on a range of alternative options to reflect the changing requirements of theatre provision in Oldham.	10/1/2019
A16	✓	Invest in Tommyfield Market Hall	Emma Barton	Cllr S	8/1/2019	31/3/2019	31/3/2019	Work continues to review options for	10/1/2019

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A16				Fielding	8/1/2019	31/3/2019	31/3/2019	refurbishment or new build, together with the need for a temporary market and identify a preferred option.	10/1/2019
A17	✓	Complete regeneration of Prince's Gate	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2020	31/3/2020	Work to conclude the legal agreements for the land sale progressing.	10/1/2019
A18	✓	Improve security at bus stations, metrolink stops and car parks	Carol Brown	Cllr A Shah	8/1/2019	31/3/2019	31/3/2019	TfGM aware - Combined Authority function On target to influence the position as the opportunity arises	10/1/2019
A19	✓	Regulate buses to get the routes we need and the fares we can afford	Carol Brown	Cllr A Shah	8/1/2019	31/3/2020	31/3/2020	TfGM aware - Combined Authority function On target to influence the position as the opportunity arises	10/1/2019
A20	✓	Enhance our town centres by attracting high street retailers and independent traders. In particular, in Shaw, Lees and Failsworth (A62 corridor)	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	Grant on target in Shaw and Lees. Slower uptake along A62. To date: * 8 new businesses set up * 11 vacant buildings improved / brought back into use * Secured 67 existing jobs * Estimated 25 new jobs created * 37 external improvement schemes completed * 2 existing business relocated to district grant areas	10/1/2019
A21		To support the GM Digital Strategy and the GMCA to secure a grant agreement for the GM Full Fibre Challenge Fund	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2021	31/3/2021	Project progressing well. Details of sites, costings and business case to go to Wider Leadership Team on 9th Jan for approval. Procurement of suppliers to take place in new year. Social value outcomes to form part of bid.	10/1/2019
A22		Implementation of current Local Plan (including monitoring and providing policy advice / input into key development initiatives / masterplans).	Emma Barton	Cllr H Roberts	8/1/2019	31/3/2019	31/3/2019	Policy advice provided as and when required. Monitoring report approved December 2018 and will be published on-line in the New Year.	10/1/2019
A23		Ensure the Council's corporate objectives and social value are driven	Joe Davies	Cllr A Jabbar	2/1/2019	31/3/2019	31/3/2019	The procurement function is developing; a new approach to increasing the level of	8/1/2019

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A23		through the effective and prioritised review of contract management.			2/1/2019	31/3/2019	31/3/2019	SME involvement in service delivery; measures to ensure that frameworks do not become over expensive	8/1/2019
A24		Implement the Oldham Heritage & Arts Centre (OHAC) transition plan	Katrina Stephens	Cllr P Jacques	11/1/2019	31/3/2019	31/3/2019	Transition PID being revised. Workstreams rationalised and reviewed. Impact on business plan of not progressing theatre being assessed. Revision of key project documents started. Risk workshop outstanding and will follow capital risk review.	11/1/2019
A25	Page 152	Leading the development of the GM Energy company - feasibility, funding bids, partnership	Rebekah Sutcliffe	Cllr A Jabbar	9/1/2019	31/3/2019	31/3/2019	A report focusing on potential opportunities for Joint Ventures with existing organisations went to GMCA Leaders meeting in November. The proposal was approved and work has begun to engage key stakeholder across GM and nationally to shape a GM "Energy Innovation Company". It is hoped that a progress announcement can be made at the 2019 GM Green Summit on Mar	11/1/2019
A26		Feasibility for electrical spec of Market Hall, car park & Civic Hub, liaison with FCHO on heat network feasibility.	Rebekah Sutcliffe	Cllr S Fielding	9/1/2019	31/3/2019	31/3/2019	Feasibility for solar PV on the Market Hall and new multi-storey car park completed and supplied to Regen and their design consultants. Feasibility underway by FCHO to identify whether connection to St Mary's heat network is possible. Also bid submitted by Aqualor Energy supported by the Council to GM ELENA for test borehole for ground source heat.	11/1/2019
A27		Leading delivery and analysis of CLES anchors work and implementing CLES evaluation framework	Rebekah Sutcliffe	Cllr S Fielding	11/1/2019	31/3/2019	31/3/2019	CLES Performance Rep forms basis of how Oldham seek to max local engagement. Supplier engagement events have taken place & more events scheduled. Intention to form Construction Task Force, led by	11/1/2019

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A27					11/1/2019	31/3/2019	31/3/2019	OMBC, consisting of key Public Sector stakeholders with a view to maximise opps in construction projects.	11/1/2019
A28		Commission tracking of number of young people attending higher education to provide a clearer picture of the sustained destination profile of each individual school to assist challenge on curriculum and pastoral support linked to supporting increased sustained positive destinations	Andrew Sutherland	Cllr P Jacques	1/10/2018	31/3/2019	31/3/2019	There will be a skills workshop on February 1st which will set out the strategy for positive destination across Oldham. Preparatory work for this workshop will include an analysis of the data on post 16 -18+ destinations.	10/1/2019
A29	Page 153	Successful implementation of the Opportunity Area three priorities of improving Early Years outcomes, raising attainment for all and fastest for disadvantaged and improving skills for life, learning and work. Coordinating delivery with Oldham Education Partnership and LA education establishment improvement functions	Andrew Sutherland	Cllr P Jacques	8/1/2019	31/3/2020	31/3/2020	There area significant range of interventions in place covering all three priorities. For example 26 schools are presently being supported in school improvements. Another example is a major drive on mental health with coordinators in all schools and a conference taking place on 9 March 2019 with all schools and key officer and political leadership present.	10/1/2019
A30		Successful implementation of the five recommendation in the written statement of action linked to the SEND strategy: (See WSOA paper)	Andrew Sutherland	Cllr P Jacques	8/1/2019	31/3/2020	31/3/2020	Progress remains on track to deliver all recommendations within the specific timescales In addition there is significant work on the general inclusion strategy building on previous learning in 2018. An inspection is due in March/April 2019 to monitor and report on progress	10/1/2019
A31		Lead on developing an agreed approach for how the Council and partners will maximise spend	Rebekah Sutcliffe	Cllr S Fielding	11/1/2019	31/3/2019	31/3/2019	OCL, Oldham Hospital and Oldham College are all engaged in the anchors evaluation work.	11/1/2019
A32	✓	Invest £37 million in new primary and secondary school facilities	Andrew Sutherland	Cllr P Jacques	9/10/2018	31/3/2022	31/3/2022	Significant activity in establishing school places in good/outstanding schools. Development/build of a new primary school in Greenfield being overseen & work	10/1/2019

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A32					9/10/2018	31/3/2022	31/3/2022	underway to expand primary schools in East Oldham and Chadderton. Significant investment and planned expansion at 3 secondary schools, rebuild at Royton & Crompton and continuing upgrades/expansion.	10/1/2019
A33	✓	Demolishing the gas holder and regenerating Hollinwood junction; delivering a new Saddleworth School and promoting the area's tourism offer	Emma Barton	Cllr S Fielding	8/1/2019	31/3/2019	31/3/2019	Works to the gasholder halted due to a crack found on base. Revised methodology for working agreed and is awaiting Environment Agency sign off. Is anticipated that work will recommence in Jan 19. Highway works due to start in April 19. Saddleworth School - at this stage it is anticipated that the planning application will go to Planning Committee in Jan 19.	10/1/2019

Corporate Objective 2 : Thriving communities where everyone is empowered to do their bit

T01	✓	Maintain and extend the Private Landlord Licensing Scheme to improve the quality of private sector housing	Carol Brown	Cllr H Roberts	8/1/2019	31/3/2019	31/3/2019	2500 applications for licenses received across 8 neighbourhoods with 1371 licenses being granted & 367 unannounced audits carried out. The team have made sure 235 hazards identified in rented properties rectified, acted on 41 warrants obtained from the Courts & prosecuted 41 landlords for not applying for licenses. Educational materials sent to landlords.	10/1/2019
T02	✓	Ensure our children in care get our parental support until the age of 25	David Stringfellow	Cllr A Chadderton	21/1/2019	31/3/2019	31/3/2019	PAs are in post and providing support to care leavers aged 18-25.	
T03	✓	Deliver pipeline of 1,000 new homes across the borough – with a range of high quality affordable and aspirational housing	Emma Barton	Cllr H Roberts	8/1/2019	31/3/2019	31/3/2019	Procurement for a developer partner for Fitton Hill will commence in Jan 2019 and this will deliver 250 new homes. We are also working in North Werneth to potentially deliver a further 150 homes across 3 sites.	10/1/2019

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T04	✓	Extend the National Award winning Warm Homes Oldham Programme	Emma Barton	Cllr H Roberts	8/1/2019	31/3/2019	31/3/2019	EEstimated 700 people brought out of fuel poverty in 2018-19. Highest rate of first time central heating installations in Greater Manchester. Received £100k for boiler replacements from additional DFG allocation. OJEU procurement for new delivery partners on The Chest by end of December 2018 (now for delivery from 1 June 2019 onwards).	10/1/2019
T05	✓	Continue to develop co-operative communities where people support each other	Rebekah Sutcliffe	Cllr S Fielding	9/1/2019	31/3/2019	31/3/2019	Thriving Communities programme continues to build upon & grow community capacity. Fast Grants launched & almost £30k allocated to grassroots assets. Social Action Fund launched & will invest £850k to tackle social isolation and loneliness. Social Prescribing Innovation Partnership Tender open seeking collaborative partner to develop Oldham offer.	11/1/2019
T06		Ensure all of our children get a healthy start in life to enable them to thrive	Katrina Stephens	Cllr A Chadderton	9/1/2019	31/3/2019	31/3/2019	Delivery of the Right Start contract continues, supported by additional action through the GM Population Health plan on smoking in pregnancy, oral health and alcohol exposed pregnancies. Cabinet has agreed to extend Right Start contract for 1 year (to 31 March 2020).	11/1/2019
T07	✓	Ensure the "voice of the child" is heard in everything that Oldham Council does	Carolyn Wilkins	Cllr A Chadderton	10/10/2018	31/3/2019	31/3/2019	Since SC, work continues to progress which sees the council put Children and Young People at the heart of everything we do.	
T08		Implement the Continuous Improvement Plan for children's services	David Stringfellow	Cllr A Chadderton	21/1/2019	31/3/2019	31/3/2019	Continuous improvement plan in place via Getting to Good Board and self assessment process - this work is ongoing.	
T09		Develop a case weighting system to ensure that newly qualified and experienced staff can increase contact	David Stringfellow	Cllr A Chadderton	21/1/2019	31/3/2019	31/3/2019	Caseloads are reducing as a result of additional capacity through the short term investment	

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T09		with children and their families on their caseload and deliver high quality assessments			21/1/2019	31/3/2019	31/3/2019	In July 2018 43% SW's had a caseload greater than 30, in July this has reduced to 2%.	
T10		Commit to preserving and enhancing the quality of our environment through: - Britain in Bloom - Green Dividend - Prosecuting fly tippers and people who drop litter	Carol Brown	Cllr A Shah	8/1/2019	31/3/2019	31/3/2019	2018 Britain in Bloom entry focuses on Failsworth/Hollinwood corridor, Alexandra Park & the Town Centre. Green dividend extended to 2018/19, bids submitted for funding up to £5k. Since Jan 2018: 35 Fly-tipping prosecutions and 167 FPNs served for littering. 26 individuals prosecuted for non-payment of FPNs. Legal notices served + 20 FPNs for non-compliance.	10/1/2019
T11	Page 156 ✓	Review of prevention and early intervention to inform recommissioning of Early Help	David Stringfellow	Cllr A Ur Rehman	21/1/2019	31/3/2019	31/3/2019	A review of prevention and early intervention is underway, led by Rebekah Sutcliffe, which will set a strategic direction to inform the recommissioning of Early Help. Additional programme support has been identified with stakeholder workshops planned in October to inform the future delivery model. The review is due to report in Feb 2019	
T12		Oldham Leadership Board: Supporting key projects defined and agreed with OLB. Working with Policy to ensure best approach and co-ordinate cross-organisational messaging on priority agendas such as tackling social isolation and homelessness.	Carl Marsden	Cllr S Fielding	11/1/2019	31/3/2019	31/3/2019	Social media msg on winter wellness & zero tolerances have gone out & more scheduled for this winter. Oldham Cares colleagues were consulted and their feedback is also included. Two web pages have also been created which people can be signposted to for further info.	11/1/2019
T13		Delivery impactful and consistent communications messages for the Oldham Cultural Quarter (Coliseum Theatre and Arts & Heritage Centre) in	Carl Marsden	Cllr S Fielding	9/1/2019	31/3/2019	31/3/2019	Oldham Coliseum announcement delivered in November. Discussions ongoing for launch of OMA later this year. New discussions underway on site hoardings,	11/1/2019

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T13		partnership with others			9/1/2019	31/3/2019	31/3/2019	brand hierarchy and messaging ensuring clarity for residents, potential visitors and partners. Clarity on Coliseum future needed.	11/1/2019
T14		For OMBC to continue to take a lead GM role in the GM transformation agenda which includes working across the core features of the GMHSCP Care 2020 model (which includes supporting people to live independent lives for longer in their own homes)	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	ASC continues to have a significant role in the GM Transformation Agenda and the Living Well at Home Programme (formerly the Care 2020 model). This is reflected both through involvement in GM-wide programmes and the implementation of transformation locally with partner organisations. This is ongoing.	9/1/2019
T15	Page 157	To ensure that the Oldham safeguarding multi agency procedures are followed at a time of change. - undertake a peer safeguarding review with Stockport and MBC and respond to all recommendations - configure the MASH (adults) team to dovetail with the new LCO arrangements	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	The Safeguarding Review is underway and the options stage of the review is due to conclude on 25 January 2019 with a Safeguarding Adult Board Development Day. This will inform the action plan for implementation of the preferred option going forward.	9/1/2019
T16		Develop a service specification for a new wellness service and tender the opportunity through a full procurement exercise	Katrina Stephens	Cllr Z Chauhan	9/1/2019	31/3/2019	31/3/2019	A draft specification has been developed based on resident consultation and clinical engagement carried out in 2017. The proposed service has no funding confirmation at this time. Awaiting the outcome of early intervention and prevention review which will help inform potential levels of investment. Review due to report in January.	11/1/2019
T17		Lead, support and implement delivery of the Thriving Communities programme	Rebekah Sutcliffe	Cllr S Fielding	9/1/2019	31/3/2019	31/3/2019	Programme continues to deliver against GM milestones. Social prescribing network in Oldham West supported 80+ residents. Procurement of remaining network due to	11/1/2019

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T17					9/1/2019	31/3/2019	31/3/2019	take place. Tender out for the Social Innovations Partnership. Fast Grants had excellent take up and majority borough-wide pot spent. Social Innovation Fund due to be launched Jan 19.	11/1/2019
T18		Lead the development and delivery of Place Based Integration including clear evaluation and outcomes	Rebekah Sutcliffe	Cllr A Chadderton	9/1/2019	31/3/2019	31/3/2019	A draft Framework and Operating Model for PBI for Oldham is currently under development that will seek to answer how Oldham will respond to the 6 GM principles launched by Andy Burnham in November 2018. Early discussion on how we might achieve geographical alignment across all services has commenced.	11/1/2019
T19	Page 158	Preventing and reducing Youth offending	David Stringfellow	Cllr A Ur Rehman	21/1/2019	31/3/2021	31/3/2021	A steering group has been established, analytical work is being processed to fully understand the profile and cohort group, work with the youth justice service is being strengthened. Recent inspection of YOS has judged the services positively.	
T20		Reduce violent crime in Oldham Town Centre	Bruce Penhale	Cllr A Ur Rehman	9/10/2018	31/3/2019	31/3/2019	Although the number of violent crimes in Oldham Town Centre was overall almost identical in 2017 and 2018 (around 730), this reflects a year on year increase in the first 5 months of the year, followed by a substantial year on year fall in the latter half of the year.	10/1/2019
T21	✓	Ensure all children are school ready when they are due to start school	Andrew Sutherland	Cllr P Jacques	1/10/2018	31/3/2020	31/3/2020	Improving the GLD rate to reach the target of 70% by 2020 remains a key priority. There has been significant communication with schools and settings. OA investment is focussed on 250 children required to meet GLD in order to achieve the target. Early predictions suggest a 2% increase in July 2019 which if repeated over two years	10/1/2019

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T21					1/10/2018	31/3/2020	31/3/2020	would reach the target.	10/1/2019
T22	✓	Every school in Oldham to be rated "Good" or "Outstanding" by 2020	Andrew Sutherland	Cllr P Jacques	1/10/2018	31/3/2020	31/3/2020	Changes in Ofsted policy which brought previously sponsored academy ratings back into the calculation makes this a logistically challenging target. However, school support packages have targeted establishments requiring support based on robust data analysis. Ofsted feedback in recent inspections have also been mostly 'good' and acknowledged LA support	10/1/2019
T23	✓	Invest in our street cleaning team	Carol Brown	Cllr A Shah	8/1/2018	31/3/2019	31/3/2019	Recruitment in progress	10/1/2019
T24	✓	Maintain district working arrangements with dedicated teams for Oldham's districts	Rebekah Sutcliffe	Cllr A Shah	9/1/2019	31/3/2019	31/3/2019	District Review underway and connects to place based integration. Due to report on recommendations from the elected member led review group by the end of January 2019.	11/1/2019

Corporate Objective 3 : Cooperative services with people and social value at their heart

C01		Delivery of emerging ICT strategic roadmap to agreed time, cost and quality measures	Ray Ward	Cllr A Jabbar	8/1/2019	31/3/2019	31/3/2019	The Delivery of the IT strategic roadmap was re-profiled to complete FY'20-'21 at the November CIPB meeting. Current delivery of this program remains on target for completion during 2021, and significant progress has been made on several project streams including Mobile Data Management, Office365 and SharePoint technologies.	8/1/2019
C02		Effectively manage, support and deliver transformational change through a portfolio of transformation activity enabled by fit for purpose governance, methodology, and a transformation team.	Christopher Lewis	Cllr A Jabbar	7/1/2019	31/3/2019	31/3/2019	The Transformation PMO continues to support major change within the Council and working across organisational boundaries with partners. The corporate Design and Assurance review is underway to build on the existing governance and approach to Transformational Change. The	8/1/2019

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C02					7/1/2019	31/3/2019	31/3/2019	initial phase of this work is due to conclude in March 19 resulting in potential options	8/1/2019
C03		Improve digital inclusion, engagement, and skills for residents, members, and staff through a co-ordinated strategy and programme.	Ray Ward	Cllr A Jabbar	8/1/2019	31/3/2021	31/3/2021	The improvement of digital inclusion through the Residents First Programme remains on target & is being coordinated with the IT Strategy through the Strategic Roadmap programme. Digital by Design proposal will drive this forward.	8/1/2019
C04		Through our Welfare Rights Service, support people adversely affected by Welfare Reform.	Anne Ryans	Cllr A Jabbar	1/1/2019	31/3/2019	31/3/2019	In line with the anticipated work programme, good progress continues to be made in ensuring the maximum number of people are assisted in, for example, gaining additional Council Tax Reduction and debt management advice. Good engagement with other agencies to support the delivery of common objectives.	8/1/2019
C05		Reshape and transform access channels and end to end customer journeys through the delivery of the Resident First Programme.	Ray Ward	Cllr A Jabbar	8/1/2019	31/3/2020	31/3/2020	Phase 1 of the programme has been delivered. Phase 2 is focussed on developing re-usable cross-cutting functionality to be rolled out across services. Phase 3 is being shaped. Digital by Design proposal will drive this forward.	8/1/2019
C06		Corporate Narrative: Phase 2 Rollout of the #ourbit #yourbit #result narrative internally and externally across all communication channels and praise/encourage those doing their bit in the environment	Carl Marsden	Cllr S Fielding	1/12/2018	31/3/2019	31/3/2019	Second phase rollout completed internally. Phase 3 discussions and proposals being developed, subject to budget and SDA.	
C07		Provide communications and digital support for the next phase of the Resident First project	Carl Marsden	Cllr A Jabbar	9/1/2019	31/3/2019	31/3/2019	Ongoing. Pest Control launched in December 2018. Discussions ongoing with Resident First over future communications requirements.	11/1/2019
C08		To ensure that all PCFT /ASC / Miocare staff have access to technology to	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	Work is ongoing to implement coordinated systems across the provider organisations	9/1/2019

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C08		assist them to practice including; smart phones (that sync with Windows 10), client database development and access, work rota systems			7/1/2019	31/3/2019	31/3/2019	ASC/PCFT/MioCare which is included in Phase 2 of the community health and adult social care integration.	9/1/2019
C09		To develop and implement a new Quality Assurance Framework and audit system to monitor practice at the front line which includes demand management, improving practice and encapsulates case law and evidence based learning	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	The review and audit of frontline practice & review of the ASC practice standards is ongoing. Due to recent changes with the community provider requirements are being reviewed and updates will be provided as progress is made.	9/1/2019
C10	Page 161	To develop, design and implement a new personalised approach to our customers health and social journey including a new electronic Resource Allocation System (RAS)which can integrate health assessments (CHC)	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	The proposed RAS is currently out to consultation with service users (existing and potential) and carers. The final RAS will take into account feedback from the consultation. Plans are in place to develop and implement the new RAS for 01 April 2019.	9/1/2019
C11		To prepare revised policy and procedure documentation that includes outlining how statutory and regulatory requirements will be met across the new service provider and commissioner.	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	This remains ongoing. Work is underway to ensure that existing policy and procedures across both community health and social care provision and commissioning are both sufficiently robust and meet the requirements of integrated working across the ICO.	9/1/2019
C12		Ensuring adequate business controls are developed which enable the service to achieve adequate and robust audit control mechanisms for the payment of services across the health and social care economy (supporting the Fundamental Financial Audit requirements)	Mark Warren	Cllr Z Chauhan	7/1/2019	31/3/2019	31/3/2019	The latest FFA cycle started on 1 October 2019. Regular reviews and updates against our Fundamental Financial System improvement plan - put in place following the last FFA - are being undertaken as we progress and complete actions.	9/1/2019
C13		Deliver the GIS improvement	Dami	Cllr S	2/1/2019	31/3/2020	31/3/2020	Recruitment to temporary resources	8/1/2019

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C13		programme. Develop a singular approach to gathering, managing and analysing geographical data across the organisation	Awobajo	Fielding	2/1/2019	31/3/2020	31/3/2020	complete. Removal of Bentley project being implemented. 1st round of UAT scheduled for 2nd week of Jan. Forecast completion of project Feb 2019	8/1/2019

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