

**To: Deputy Leader and Members of the Resources Board**

**Councillors Symonds, A Clews, D Clews, Davey, Deakin, Dirveiks, D Humphreys, Lees, Morson, Moss, O Phillips and Simpson**

**For the information of other Members of the Council**

**For general enquiries please contact Democratic Services on 01827 719237 or via email – [democraticservices@northwarks.gov](mailto:democraticservices@northwarks.gov).**

**For enquiries about specific reports please contact the Officer named in the reports.**

**This document can be made available in large print and electronic accessible formats if requested.**

## **RESOURCES BOARD AGENDA**

**21 SEPTEMBER 2021**

The Resources Board will meet on Tuesday 21 September 2021 at 7.00 pm in the Council Chamber at The Council House, South Street, Atherstone, Warwickshire.

The meeting can also be viewed on the Council's YouTube channel at [NorthWarks - YouTube](#).

### **AGENDA**

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests.**

- 4 **Minutes of the Resources Board held on 14 June 2021** – copy herewith, to be approved as a correct record and signed by the Chairman.

5 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to [democraticservices@northwarks.gov.uk](mailto:democraticservices@northwarks.gov.uk) or telephone 01827 719221/719226/179237.

Once registered to speak, the person asking the question has the option to either:

- (a) attend the meeting in person at the Council Chamber;
- (b) attend remotely via Teams; or
- (c) request that the Chair reads out their written question.

If attending in person, precautions will be in place in the Council Chamber to protect those who are present however this will limit the number of people who can be accommodated so it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting. They will also be able to view the meeting using the YouTube link provided (if so, they made need to mute the sound on YouTube when they speak on the phone to prevent feedback).

**ITEMS FOR DISCUSSION AND DECISION  
(WHITE PAPERS)**

- 6 **Grendon Football Club and Boot Hill Recreation Ground** – Report of the Director of Leisure and Community Development

**Summary**

This report presents a request from Grendon Football Club to enter into a Tenancy at Will in respect of its use of Boot Hill Recreation Ground, Grendon, further to the matter having received the initial consideration of the Community and Environment Board at its meeting held in July 2021.

The Contact Officers for this report are Simon Powell (719352) and Evan Ross (719270).

7 **Domestic Abuse – Warwickshire Safer Accommodation Strategy – Report of the Director of Housing**

**Summary**

This report submits the draft Warwickshire Safer Accommodation Strategy to the Board for consideration, comment and approval.

The Contact Officer for this report is Angela Coates (719369).

8 **Capital Programme 2021/22 Period Ended 31 July 2021 – Report of the Corporate Director – Resources**

**Summary**

The report updates Members on the progress of the 2021/22 Capital Programme in terms of expenditure up to the end of July 2021.

The Contact Officer for this report is Daniel Hogan (719337).

9 **General Fund Budgetary Control Report 2021/22 Period Ended 31 July 2021 – Report of the Corporate Director – Resources**

The report covers revenue expenditure and income for the period from 1 April 2021 to 31 July 2021. The 2021/22 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

The Contact Officer for this report is Nigel Lane (719371).

10 **Housing Revenue Account Budgetary Control Report 2021/2022 Period Ended 31 July 2021 – Report of the Corporate Director - Resources**

**Summary**

The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2021.

The Contact Officer for this report is Nigel Lane (719371).

STEVE MAXEY  
Chief Executive

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
RESOURCES BOARD**

**14 JUNE 2021**

Present: Councillor Symonds in the Chair

Councillors T Clews, Davey, Dirveiks, D Humphreys, Lees,  
Morson, Moss and Simpson.

Councillors D Clews and Farrow were also in attendance.

**1 Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor T Clews declared a Non-Pecuniary interest on Minute Number 8 by reason of being a Member of Atherstone Town Council and took no part in the discussion or voting thereon.

**2 Minutes of the Resources Board held on 22 March 2021**

The minutes of the Resources Board held on 22 March 2021, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**3 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2020 - March 2021 – Report of the Chief Executive**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April 2020 to March 2021.

**Resolved:**

- a That the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April 2020 - March 2021 be noted.**
- b That a report be brought back to the next meeting of the Board with information as to how performance items with a red status be improved.**

**4 Members Allowances for 2020/2021 – Report of the Corporate Director – Resources**

The Corporate Director – Resources advised Members of the allowances paid for 2020/21, which the Council had a duty to publish under the Members' Allowance Scheme.

**Resolved:**

**That the report be noted.**

**5 Risk Management Annual Report 2020/21 - Report of the Corporate Director – Resources**

The Corporate Director – Resources informed Members of risk management actions undertaken during 2020/21 and the risks identified for 2021/22.

**Resolved:**

**That the progress be noted.**

**6 Annual Treasury Report for 2020/21 - Report of the Corporate Director – Resources**

The Corporate Director – Resources reported on the out-turn for 2020/21 and highlighted any areas of significance.

**Resolved:**

**a That the Annual Treasury Report for 2020/21 be noted; and**

**Recommended:**

**b That the Annual Treasury Report be approved.**

**7 Internal Audit Annual Report 2020/21 - Report of the Corporate Director – Resources**

The Corporate Director – Resources presented the Head of Internal Audit's Annual Report.

**Resolved:**

**a That the findings of the assessment of the internal audit function against the PSIAS and quality assurance programme be noted;**

**b That the summary of internal audit work, as set out in Appendix A of the report of the Corporate Director – Resources, which supports the Head of Internal Audit's opinion, be noted; and**

**c That the Head of Internal Audit's overall opinion on the control environment be noted: and**

**d That an action plan be produced for audits that need review and improvement.**

**8 Atherstone CCTV Scheme – Partnership Agreement – Report of the Director of Housing**

The Director of Housing submitted the revised Atherstone CCTV Scheme Partnership Agreement to the Board for comment and approval.

**Resolved:**

- a That the Partnership Agreement for the CCTV scheme for Atherstone Town be agreed;**
- b That the funding for the recruitment of CCTV control officers to operate the system for 12 months be approved; and**
- c That the job description for the CCTV control officers be submitted to the Special Sub-Group for approval.**

**9 Revised Parking Places Order and Schedule – Report of the Corporate Director – Streetscape**

The Corporate Director – Streetscape asked Members to approve a revised Parking Places Order and associated Schedule(s) covering all the Borough Council owned and operated off-street car parks.

**Resolved:**

- a That the Board approved the revised Parking Places Order and associated Schedule(s);**
- b That delegated authority be given to the Corporate Director – Streetscape, in consultation with the Chair and the Shadow Chair of Resources Board, to procure such equipment and services (including enforcement) as may be necessary to implement parking charges in line with the proposed Order and Schedule(s); and**
- c That delegated authority be given to the Corporate Director – Streetscape to undertake all necessary consultation on the proposed Order and Schedule(s) and reports back to the Board on the outcome of that consultation before they come into force.**

C Symonds  
Chairman

## **Agenda Item No 6**

### **Resources Board**

**21 September 2021**

**Report of the Director of  
Leisure and Community Development**

**Grendon Football Club and Boot  
Hill Recreation Ground**

#### **1 Summary**

- 1.1 This report presents a request from Grendon Football Club to enter into a Tenancy at Will in respect of its use of Boot Hill Recreation Ground, Grendon, further to the matter having received the initial consideration of the Community and Environment Board at its meeting held in July 2021.

#### **Recommendation to the Board**

**That the request from Grendon Football Club to enter into a Tenancy at Will in respect of its use of Boot Hill Recreation Ground, Grendon, be approved.**

#### **2 Consultation**

- 2.1 Consultation has taken place with relevant Members and any comments received will be reported at the meeting.

#### **3 Introduction**

- 3.1 Boot Hill Recreation Ground is a green space that is owned and managed by the Borough Council. It is designated as a playing field, in respect of which its predominant use has been for organised football matches. The Recreation Ground is also accessible for informal use by the local community.
- 3.2 The need to improve the quality of the adult football pitch at Boot Hill Recreation Ground, Grendon, which has not been used for the last five seasons, is recognised in the adopted Playing Pitch Strategy. The unavailability of this pitch has had a negative impact on the well-established local Football Club, as well as other teams in the catchment community. Given this need, the Institute of Groundsmen was commissioned to undertake a detailed site investigation of the ground conditions and future drainage needs at the site, subsequent to which an appropriate drainage scheme was undertaken. The cost implications of these works, which were undertaken across the spring, summer and autumn of last year, were met through the provisions of a Section 106 Agreement related to the development of the former Sparrowdale School.

- 3.3 The pitch improvement works are now complete and the site was formally handed back to the Authority by the contractor in November 2020. In view of the investment to create a good quality playing surface, further work has been undertaken to secure the site from vehicular incursions. New bow top fencing has replaced the knee railing around the car park and both a vehicle access gate and kissing gate have been added into the fence line.
- 3.4 In conjunction with Ward Members and the local Football Club, detailed consideration has been given to the most appropriate means by which to meet the on-site ancillary accommodation and equipment needs at the Recreation Ground. Preliminary designs were produced for a new two-team changing unit and the outline costs were sought for various means through which to provide the accommodation. Given the extent of resource provision available to complete works at the Recreation Ground (approximately £72,000), the indicative costs of new changing accommodation, however, were prohibitive and the only affordable solution to this issue is that associated with the renovation of the existing brick-built pavilion, which is currently suffering from subsidence.
- 3.5 In view of the condition of the current changing accommodation, structural engineers were commissioned to undertake an inspection of the building, which is over 30 years old. The subsequently received inspection report confirmed that the building had suffered movement, which had led to the formation of “stepped cracks”. These cracks are evident throughout the internal walls, external brickwork and within the ground floor slab. The structural engineers stated that the foundations needed to be extended, both below ground and around the building and also that the ground floor slab would need to be replaced with a suspended floor. The engineers concluded that the repair work could be undertaken, and, at its meeting held in July, the Community and Environment Board approved work to proceed with a renovation of the existing building. Again, this work will be funded through the provisions of the Section 106 Agreement referred to in paragraph 3.2 above.

#### **4 Grendon Football Club**

- 4.1 Members are aware that, from September, Grendon Football Club has aspirations to return to playing its matches at Boot Hill Recreation Ground and, at its meeting held in March 2021, the Community and Environment Board was informed that consideration was being given to the option of entering into a Tenancy at Will with the Football Club through which it would undertake future management and maintenance of the site. In support of this process, the Football Club has worked constructively with the Borough Council over a prolonged period to ensure that the on-site improvement works meet not only its own needs, but those of the wider community and other local voluntary sector sports clubs.
- 4.2 Using a process approved by the Football Association and further to having been in discussions with local Members and Officers, Grendon Football Club has produced a draft Development Plan, which contains the following Key Objectives:

- To ensure the sustainability, financial viability and continued growth of Grendon Football Club
  - To develop the playing space at Boot Hill Recreation Ground to meet its own needs and the needs of other local football clubs
  - To develop the changing facilities at Boot Hill Recreation Ground to ensure that the facilities can accommodate current and future needs
  - To ensure that Boot Hill Recreation Ground continues to serve the leisure-related needs of the wider local community
- 4.3 These Key Objectives are compatible with a number of the conclusions and recommendations identified within the adopted Playing Pitch Strategy, as well as the Borough Council’s Green Space Strategy.
- 4.4 At recent meetings with Ward Councillors, the Chairman of the Community and Environment Board, the Leader of the Council and Officers, the Football Club has reaffirmed its desire to develop football pitch opportunities, both senior and junior, at Boot Hill Recreation Ground and to begin the process of working towards entering into a long-term lease with the Authority, through which it could assume responsibility for the management and operation of the site. As Members will be aware, the security of tenure provided by a long-term lease would provide the Club with an opportunity to seek to acquire external funding, through which it could further develop playing pitch opportunities.
- 4.5 Grendon Football Club understands that the provision of a long-term lease on an open, publicly accessible Recreation Ground would represent a significant undertaking, both for the Borough Council and the Club itself. As a precursor, therefore, the Club has expressed the desire to enter into a Tenancy at Will arrangement with the Authority, through which it could assume responsibility for the management and maintenance of the Recreation Ground in a manner that would better meet its needs and those of the wider community than has been the case to date. If the Borough Council was minded to grant a short-term Tenancy at Will, the Sports Club would seek to:
- Maintain the sports pitches at its own expense
  - Seek external funding to purchase its own equipment to maintain and, subject to the availability of resources, to protect the football pitch(es)
  - Continue to facilitate community access to the site
- 4.6 The Board will be aware that the Authority entered into a Tenancy at Will with Hurley Kings Football Club prior to entering into a formal long-term lease for its occupation of Hurley Daw Mill Sports Ground and also that it has entered into a Tenancy at Will with Atherstone Sports Club in respect of its use and development of part of Royal Meadow Drive Recreation Ground. Such an agreement is ideal in cases where two parties are working towards a more formal, longer-term arrangement. It is a temporary agreement that is terminable at any time by either party, subject to the provision of “reasonable notice”. It contains the essential clauses necessary to protect both parties and also affords an opportunity for the associated activity to be undertaken. It

could also contain key milestones working towards the agreement of a formal lease arrangement. In the event that the milestones are not met, and / or a formal lease is not concluded at the end of the Tenancy at Will period, future pitch hire fees would again become payable.

4.7 At its meeting held in July, the Community and Environment Board approved the principle of entering into a short-term agreement with Grendon Football Club, not least because of the positive implications of this course of action for the priorities of the Playing Pitch Strategy. This, however, is a matter that requires be determined by the Resources Board. To help the Board in this process, a draft Tenancy at Will is attached at Appendix A for Members' consideration. The draft agreement requires public access to the Recreation Ground to be maintained.

...

4.8 It is recognised that the Authority would only want to consider entering into a Tenancy at Will or lease arrangement with a community-based sports club in circumstances where there were benefits for all parties, including the local community. It is felt that the potential exists for this to be the case in respect of the Football Club's future use and development of Boot Hill Recreation Ground. These benefits could include the following:

- Achievement of recommendations within the Playing Pitch Strategy relating to the improvement of playing opportunities at the site
- A notional revenue saving (of approximately £1,500 per annum) for the Authority in view of the Football Club assuming responsibility for the maintenance of pitches within the Recreation Ground
- An increase in the quality and quantity of sports participation opportunities for the local community
- An increase in the potential to secure external funding through which to develop playing and ancillary facilities within the community
- The potential for higher levels of participation in sport to improve health and wellbeing within the community
- A more sustainable community football club with a realisable vision to enhance playing opportunities for local people of all ages and sporting abilities

4.9 The Board, therefore, is asked to determine the request received from Grendon Football Club to enter into a Tenancy at Will in respect of its future use of Boot Hill Recreation Ground.

## **5 Report Implications**

### **5.1 Finance and Value for Money Implications**

5.1.1 Entering into a Tenancy at Will with Grendon Football Club in respect of its proposed maintenance of Boot Hill Recreation Ground would realise a notional saving of approximately £1,500 on the revenue budget. Any future long-term agreement would only be on terms that do not adversely affect the Authority's revenue position. The potential capital works referred to in the report (to the on-site ancillary accommodation) would be funded from the

Section 106 Agreement related to the development of the former Sparrowdale School.

## **5.2 Safer Communities Implications**

- 5.2.1 Projects advanced through the provisions of the Playing Pitch Strategy contribute to community safety by providing well-managed open space and recreation areas that afford opportunities for positive activity.

## **5.3 Legal, Data Protection and Human Rights Implications**

- 5.3.1 There are no data protection or human rights implications arising directly from this report. The terms of the draft Tenancy at Will appended to the report have been approved by the Borough Council's Legal Services and provide appropriate protections to the Authority, Grendon Football Club and the wider community. As with any draft agreement, it is possible that the terms will be modified to reflect the parties' requirements before signing. The significant terms, however, will remain broadly the same. Legal Services will provide further advice to the Director of Leisure and Community Development on the terms of the Tenancy at Will as required.

## **5.4 Environment, Sustainability and Health Implications**

- 5.4.1 Delivery of priorities identified in the Playing Pitch Strategy contributes directly to the development of sustainable and vibrant communities, not least through the creation of opportunities to engage in activities that positively contribute to individual and collective physical and mental health and wellbeing.

## **5.5 Human Resources Implications**

- 5.5.1 There are no human resources implications arising directly from this report.

## **5.6 Risk Management Implications**

- 5.6.1 Any work undertaken to the existing on-site changing accommodation will be risk assessed and appropriate controls put in place, where appropriate.

## **5.7 Equalities Implications**

- 5.7.1 There are no new equalities implications arising directly from this report. The provisions of the Playing Pitch Strategy are targeted at reducing inequalities in access to good quality outdoor sports provision.

## **5.8 Links to Council's Priorities**

- 5.8.1 The North Warwickshire Playing Pitch Strategy has direct and positive links to the following corporate priorities:

- Responsible financial and resource management
- Creating safer communities
- Improving leisure and wellbeing opportunities
- Promoting sustainable and vibrant communities

5.8.2 Additionally, implementation of the provisions of the Playing Pitch Strategy contributes directly to the attainment of the priorities of the Sustainable Community Strategy to:

- Raise aspirations, educational attainment and skill levels
- Develop healthier communities
- Improve access to services

The Contact Officers for this report are Simon Powell (719352) and Evan Ross (719270).

### Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
1	North Warwickshire Borough Council	North Warwickshire Green Space Strategy	2020 to 2033
2	North Warwickshire Borough Council	North Warwickshire Playing Pitch Strategy	2018 to 2031
3	Director of Leisure and Community Development	Report to Community and Environment Board – Boot Hill Recreation Ground, Grendon	July 2021

Tenancy at Will

The AGREEMENT is made on

Entered into between: North Warwickshire Borough Council (“The Landlord”)

And

Grendon Football Club (“The Tenant”)

WHEREBY IT IS AGREED AS FOLLOWS:

**1 DEFINITIONS**

- 1.1 “The Landlord” means North Warwickshire Borough Council, The Council House South Street, Atherstone, CV9 1DE
- 1.2 “The Tenant” means Grendon Football Club, acting under the hand of its chairman {insert name and address}
- 1.3 “The Property” means the property known as Boot Hill Recreation Ground edged red on the Plan annexed hereto
- 1.4 “Permitted Use” means use of the premises for sport and recreation purposes only
- 1.5 “The Rent” means the amounts payable by the Tenant to the Landlord in terms of this agreement.

**2 INTERPRETATION**

- 2.1 Clause headings in this agreement are for convenience only and shall not be taken into account in the interpretation hereof
- 2.2 Where the context so indicates, reference to the singular shall be deemed to include the plural and vice versa and reference to one gender shall be deemed to include other genders



3 GRANT OF TENANCY AT WILL

3.1 The Landlord hereby lets and the Tenant takes on hire of the Property on a Tenancy at Will, commencing on and including the date of this agreement.

3.2 The Landlord and the Tenant hereby confirm that this agreement creates a Tenancy at Will which is terminable at any time by either of the parties, notwithstanding that the Rent is calculated and payable by reference to a period nor that the Landlord intends to demand the Rent and that the Tenant has agreed to pay the Rent by reference to that period.

4 RENT PAYMENTS

4.1 The Rent shall be £0 for a maximum period of twelve months from the date of this agreement subject to the provisions of clause 5 below or until a formal lease has been agreed between the Parties to this agreement whichever shall be the sooner. In the event that the Tenant fails to comply with the provisions of clause 5 rent equivalent to pitch hire fees of £464 in respect of the 2020/21 season will become payable.

5 TENANTS OBLIGATIONS

5.1 The Tenant shall not use the Property for any other purpose other than the Permitted Use.

5.2 Once appropriate access arrangements have been completed, the Tenant shall carry out the pitch line marking at its own expense including the provision of all necessary equipment and materials for all matches scheduled at the ground during the playing season.

5.3 The tenant shall keep the Landlord fully indemnified against all losses arising directly or indirectly out of any act, omission or negligence of the Tenant, or any persons at the Premises expressly or impliedly with its authority, or any breach or non-observance by the Tenant of the covenants, conditions or other provisions of the agreement.

5.4 The Tenant shall affect public liability insurance in respect of the Premises and activities held there.

5.5 The Tenant shall attend a minimum of three meetings called by the Landlord at no less than two weeks' notice at which the tenant shall evidence progress made in respect of the management of the facilities.

5.6 The Tenant shall agree the terms of a Lease for the Property which terms shall be ratified by the Landlord.

- 5.7 The Tenant shall not make any alterations and/or additions and/or structural changes of whatsoever nature to the Property without the prior written consent of the Landlord; such consent shall not unreasonably be withheld.
- 5.8 The Tenant shall not do or permit to be done on the Property any dangerous or noxious activity not normal to the Permitted Use of the Property and shall not do, or permit to be done, or omit to do anything which causes or which may cause a nuisance, annoyance, disturbance, inconvenience, injury and/or damage to the Landlord, the Tenant and/or the neighbours to the Property.
- 5.9 The Tenant shall not sublet, underlet, or otherwise dispose of the Property, in whole or in part.
- 5.10 The Tenant shall not permit the Property or any part of the Property to be occupied at any time by any person other than the Tenant and such other clubs or organisations that have hired the use of pitches or Property by agreement with the Landlord.
- 5.11 The Tenant shall allow the Landlord and/or his representatives, agents and contractors access to the Property at all reasonable hours for the purpose of ascertaining whether the terms of this agreement have been complied with and or for any other purpose connected with the Landlord's interest in the Property.
- 5.12 The Tenant shall keep the Landlord informed of intended use of the pitches to facilitate pitch maintenance until the Tenant is able to undertake these duties.
- 5.13 The Tenant acknowledges and agrees that the general public shall have the right to full access to the Property in order to carry out any activities connected to the Permitted Use of the Property

## 6 LANDLORD'S OBLIGATIONS

- 6.1 The Landlord shall meet the cost of the rent during the period of this agreement.
- 6.2 The Landlord shall undertake all grounds maintenance and tree management at the Property until such time as appropriate equipment has been procured enabling the Tenant to undertake grass cutting, pitch line marking and other required works.
- 6.3 The Landlord shall keep the Tenant fully indemnified against all losses arising directly or indirectly out of any act, omission or negligence of the Landlord, or any persons at the Premises expressly or impliedly with its authority, or any breach or non-observance by the Landlord of the covenants, conditions or other provisions of the agreement.
- 6.4 The Landlord shall maintain its public liability and property insurance in respect of the Premises and activities held there.

6.5 The Landlord shall arrange and attend a minimum of three meetings with the Tenant at which the tenant shall evidence progress made in respect of the management of the facility.

7 SIGNATORIES

7.1

EXECUTED as a DEED by affixing the  
COMMON SEAL of NORTH  
WARWICKSHIRE BOROUGH  
COUNCIL in the presence of:-

Designated Officer

7.2

SIGNED as a DEED by the said  
GRENDON FOOTBALL CLUB:-

Chairman

In the presence of:-

## **Agenda Item 7**

### **Resources Board**

**21 September 2021**

#### **Report of the Director of Housing**

#### **Domestic Abuse – Warwickshire Safer Accommodation Strategy**

### **1 Summary**

- 1.1 This report submits the draft Warwickshire Safer Accommodation Strategy to the Board for consideration, comment and approval.

#### **Recommendation to the Resources Board**

- a That the Domestic Abuse Act 2021 – Draft Warwickshire Safe Accommodation Strategy 2021-2024 strategy be considered.**
- b That the strategy be approved; and**
- c That the option to pool the grant funding provided by Government be supported.**

### **2 Consultation**

- 2.1 The County Council is the lead organisation for the production and delivery of this strategy. To develop the strategy they have consulted with Warwickshire Violence Against Women and Girls Board (VAWG), Warwickshire Heads of Housing, Safer Warwickshire Partnership Board (SWPB), Councillor Margaret Bell in her role as County Council Portfolio Holder for Adult Social Care and Health, and Councillor Andy Crump, County Councillor, Portfolio Holder for Fire and Rescue and Community Safety.

### **3 Overview**

- 3.1 The Draft Warwickshire Safe Accommodation Strategy 2021-2024 was approved by the County Council's Corporate Board on 18 August 2021. It will be submitted for Warwickshire Cabinet approval on the 9 September 2021. Other District and Borough Councils are taking the Strategy through their governance arrangements for consideration and approval.
- 3.2 The Domestic Abuse Act 2021 places a statutory duty on Warwickshire County Council (WCC) as a Tier One local authority to develop and publish a Safe Accommodation Strategy.

- 3.3 There is a further requirement to reflect the safe accommodation and support needs of the local area within the Strategy. These must be identified in a mandatory Safe Accommodation Needs Assessment, which must be conducted on an annual basis. The Needs Assessment provides an overview of the differing requirements of victim-survivors and maps the current support provided to victim-survivors across Warwickshire.
- 3.4 In order to meet the requirements of the legislation a partnership Board was set up to develop a Warwickshire Safe Accommodation Strategy.
- 3.5 The draft Warwickshire Safe Accommodation Strategy 2021 – 2024 has been informed by a range of multiagency engagement, including consultation with neighbouring authorities.

#### 4 **Draft Strategy and Governance**

- ... 4.1 The draft strategy is attached at Appendix A. It outlines five objectives which include early intervention and prevention, accessible services, appropriate safe accommodation, multiagency delivery and support to return home or move on.
- 4.2 The Strategy will complement existing work that is already taking place across the county to address the health inequalities, community safety and housing needs of those who experience domestic violence and abuse.
- 4.3 Once approved, the implementation of the Strategy will be led by the Safer Accommodation Working Group and overseen by the Violence Against Women and Girls Board. A delivery plan and joint financial plan are in the process of being developed, which will be monitored on a quarterly basis. Each year, the Strategy will be reviewed within the context of the refreshed Safe Accommodation Needs Assessment.
- 4.4 The statutory duty set out in the Domestic Abuse Act 2021 and the guidance issued under that Act state that the Strategy must include:
  - An overall and holistic approach to deliver a rounded offer of support to victims in safe accommodation.
  - An outline of plans and approaches setting out how this will be delivered by working across Tier One and Tier Two local authorities. This includes working with other services within the local authority, specialist domestic abuse providers, the Police and Crime Commissioner, housing, and health bodies.

There is a further requirement to reflect the safe accommodation and support needs of the local area within the Strategy. These must be identified by a mandatory, Safe Accommodation Needs Assessment, which needs to be refreshed on an annual basis. The Needs Assessment provides an overview of the differing requirements of victim-survivors and maps the current support provided to them.

Tier One local authorities must outline how they will source and provide the support and also meet the needs of all victim-survivors. This must include, but is not limited to:

- Addressing the barriers faced by victim-survivors with protected characteristics and / or multiple complex needs.
- Meeting the support needs of children and young people who are accommodated with their families within safe accommodation provision.
- Ensuring that victim-survivors crossing local authority boundaries will be accommodated, and that services are not restricted by the victim-survivors locality.
- Outlining the level of funding being committed to deliver on the areas set out in the strategy.

The Strategy is also required to:

- Set out how local authorities plan to spread awareness of domestic violence and abuse and the support available to victims-survivors.
- Demonstrate links with other relevant areas, such as: Violence Against Women and Girls, Modern Slavery, Community Safety, Housing, Homelessness Reduction and Safeguarding.

4.5 The draft Strategy outlines five objectives which include:

1. **Early intervention and prevention:** that victim-survivors (adults and children) are supported at an early stage and provided with options to remain safe at home to prevent homelessness. Includes holding perpetrators to account for their behaviour.
2. **Accessible services:** that victim-survivors and professionals know how to access safe accommodation options, both within and outside of Warwickshire.
3. **Appropriate safe accommodation:** that accommodation options and appropriate support is in place for all victim-survivors who need it.
4. **Multiagency delivery:** that victim-survivors needs will be met by effective, collaborative multi-agency support.
5. **Support to return home or move on:** that victim-survivors are supported to return home safely and/or move into alternative permanent accommodation.

The Strategy will complement existing work that is already taking place across the county to address the health inequalities, community safety and housing

needs of those who experience domestic violence and abuse.

## 5 Report Implications

### 5.1 Finance and Value for Money

5.1.1 There are risks associated with delivering the Strategy which are related to future funding allocations from the MHCLG. A three-year funding commitment has been made. The funding level for the first year is clear, however the funding for subsequent years is yet to be determined.

5.1.2 Under new burdens, the MHCLG issued a section 31 grant to WCC which provided additional funding to deliver the Safe Accommodation duty – this will be allocated towards the delivery of the Warwickshire Safe Accommodation Strategy.

5.1.3 For 2021/22 the amount is outlined in table one below, along with details of how much has been allocated to District and Borough Councils.

Local Authority	Funding allocation
Warwickshire County Council	£1,040,132
<b>North Warwickshire Borough Council</b>	<b>£34,867</b>
Nuneaton and Bedworth Borough Council	£31,944
Rugby Borough Council	£34,240
Warwick District Council	£34,498
Stratford District Council	£34,416
Total	£1,210,097

**Table one: MHCLG funding allocation to Local Authorities in Warwickshire**

5.1.4 There is a 3-year settlement, however it is not clear whether the year 1 allocation will be the same for years 2 and 3. Years 2 and 3 are tied to a subsequent Central Government spending review. The Safer Accommodation Working Group has discussed the option of pooling financial resources across the county<sup>1</sup>. District and Borough Councils are being encouraged to agree to pooling the grant funding. The Director of Housing is supportive of this partnership approach on condition that services are developed in partnership to support victims in North Warwickshire. The pooling of resources for strategic delivery is emphasised by MHCLG guidance.

5.1.5 The delay from MHCLG in terms of announcing future funding allocations, presents a risk in relation to the delivery of the Strategy and the commissioning of safe accommodation and support services. Warwickshire County Council are considering their approach to this to enable the commissioning of services up to 3 years, removing the need to refresh contracts on an annual basis.

Nonetheless for 2021-2022 Warwickshire County Council has committed £1.2m towards the delivery of domestic abuse accommodation and support services. The funding from the MHCLG enriches this and ensures that the Council has adequate provision that meet the gaps identified by the Needs Assessment.

## **5.2 Safer Communities Implications**

5.2.1 Providing services and outreach for victims of domestic abuse has been and remains a key objective of the North Warwickshire Community Safety Partnership. Partnership activities are critical in delivering this objective. The Policy Support Manager is a shared representative of the Violence Against Women and Girls Board, the Director of Housing attends the MARAC (Multi Agency Risk Assessment Conference) Board and the Safer Accommodation Working Group and the Housing Services Manager and front-line Officers attend the weekly MARAC case review meetings. The Council and the North Warwickshire Community Safety Partnership has provided funding for outreach work historically and now offers financial support for a counselling service locally totally £25,000 per annum.

## **5.3 Legal Implications**

5.3.1 The Domestic Abuse Act 2021 places a duty on the County Council to assess the need for accommodation based support for victims of domestic abuse in its area, prepare and publish a strategy for providing that support before 5<sup>th</sup> January 2022, and to monitor and evaluate the effectiveness of that strategy. Before publishing that strategy, the County Council must consult this Council and, once published must consider the effect of the strategy on other support to victims of domestic abuse and their children provided by others, including this Council.

## **5.4 Human Resources Implications**

5.4.1 The Council has had a consistent commitment to staff training with regard to domestic abuse over many years. Training will be delivered to support understanding of the requirements of the Domestic Abuse Act 2021.

## **5.5 Equality Implications**

5.5.1 The 2021/22 North Warwickshire Community Safety Partnership Strategic Assessment shows that 74% of the victims of domestic violence offences were females and 25% were males. The victims profile shows that 31% of the females were aged between 20 to 29 years. The male victim profile shows that 29% were aged between 30 to 39 years of age. Domestic Abuse is a key priority for the North Warwickshire Community Safety Partnership. The partnership is contributing towards the provision of the local counselling support services highlighted above and is working with the County Council and other partners to reduce domestic abuse and to also encourage more victims to report the abuse.

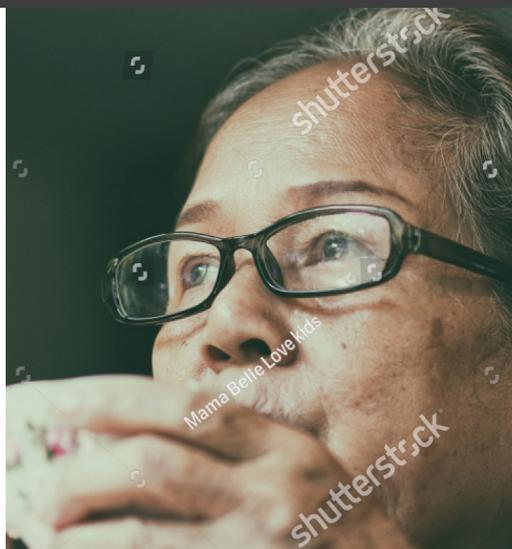
The Contact Officer for this report is Angela Coates (719369).

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

<b>Background Paper No</b>	<b>Author</b>	<b>Nature of Background Paper</b>	<b>Date</b>

# The Warwickshire Safe Accommodation Strategy

2021 - 2024



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# Why is the Safe Accommodation Strategy required?

# 1



# Foreword

We are delighted to present to you the Warwickshire Safe Accommodation Strategy. This strategy outlines how Warwickshire County Council will work with partners to meet new duties to provide Safe Accommodation and Support in Warwickshire for adult and child victims as part of the Councils statutory requirements within the Domestic Abuse Act. We will work to ensure that all victim-survivors are supported to remain safe in their own home if they wish, or access alternative safe accommodation and support.

Domestic abuse is a leading cause of homelessness for adult and child victim-survivors. SafeLives Insights data shows that 22% of people accessing support from a domestic abuse service were living with the perpetrator when they entered the service. However, it is an even wider group whose accommodation is destabilised by abuse; whether or not, they were living with the perpetrator, over half (52%) needed support to secure new accommodation or stay safe in their own home<sup>1</sup>.

Victim-survivors in Warwickshire have said that a lack of suitable accommodation options, the trauma of fleeing abuse and leaving their home and the fear of perpetrators not being held to account for their behaviour, can prevent victim-survivors from seeking support.

In Warwickshire, we do not believe that homelessness, inappropriate accommodation or remaining in an abusive relationship is a choice that any victim-survivor should be faced with. The Safe Accommodation Strategy outlines how all agencies will work collaboratively to provide victim-survivors with a range of options to remain safe at home or access suitable alternative Safe Accommodation and Support.



**Cllr Margaret Bell**  
Portfolio Holder for Adult  
Social Care and Health  
(Warwickshire County  
Council)

**Zoe Mayhew**

Warwickshire Violence  
against Women and Girls  
Board Chair.

# Executive Summary

The Safe Accommodation Strategy 2021 – 2024 outlines how Warwickshire will implement the statutory duties associated with the provision of safe accommodation, as required by the Domestic Abuse Act 2021. It describes how safe accommodation and support for domestic abuse (DA) victim-survivors will be provided over the next three years and outlines five objectives that will be the focus of delivery. These include:

1. **Early intervention and prevention:** victim-survivors (adults and children) are supported at an early stage and provided with options to remain safe at home to prevent homelessness. This includes holding perpetrators to account for their behaviour.
2. **Accessible services:** victim-survivors and professionals know how to access safe accommodation options, both inside and outside of Warwickshire.
3. **Appropriate safe accommodation:** accommodation options and appropriate support is in place for all victim-survivors who need it
4. **Multiagency delivery:** victim-survivors needs will be met by effective, collaborative multi-agency support
5. **Support to return home or move on:** victim-survivors are supported to return home safely and/or move into alternative permanent accommodation.

This strategy will complement existing work that is taking place across the county to address the health and wellbeing, community safety and housing needs of those who experience DA in Warwickshire. Ultimately it aims to enrich the lives of victim-survivors and their children by providing safe accommodation options and appropriate support to those who need it.

The implementation of the Safe Accommodation Strategy will be led by the Safe Accommodation Working Group (SAWG) and overseen by the Violence Against Women and Girls (VAWG) Board. A delivery plan and joint financial plan will be developed which will be monitored on a quarterly basis. Each year, the strategy will be reviewed within the context of a statutory Safe Accommodation Needs Assessment and regular updates will be provided to the Ministry of Housing and Local Government (MHCLG).

# Context

## The Scope of the Warwickshire Safe Accommodation Strategy

The Safe Accommodation Strategy 2021 – 2024 outlines how Warwickshire will implement the statutory duties that relate to safe accommodation, included within the Domestic Abuse Act 2021.

It seeks to describe how safe accommodation and support for domestic abuse victim-survivors will be provided. During 2021 Warwickshire's Violence against Women and Girls partners will be developing a holistic Domestic Abuse Strategy. The strategy will articulate the broader partnership response to domestic abuse and provide further detail about elements, such as, the early intervention approach and the partnership response to perpetrators.

Whilst the Safe Accommodation Strategy covers a three-year period, it will be reviewed annually to ensure it is responsive to the emerging needs of victim-survivors of domestic abuse who access services in Warwickshire. A delivery plan, with an accompanying financial plan, will be developed outlining how the objectives within this strategy will be met. This will focus on both the immediate and longer-term actions that need to be taken to enrich Warwickshire's safe accommodation offer.



## What is Domestic Abuse?

Domestic abuse causes significant harm to individuals, children, families, and communities.

The scale and impact is vast. In Warwickshire during 2019/20 there were an estimated 23,500 cases in adults aged between 16-74 years. Warwickshire's Domestic Abuse Service supported 806 victims-survivors. 30 - 40% of victims experienced domestic abuse (DA) multiple times and around 1,600 children and young people were impacted. DA has a lasting impact on physical and mental health, as well as resulting in financial and housing insecurity.

This strategy adopts the Government definition of domestic abuse which is outlined in the 2021 Domestic Abuse Act<sup>3</sup>. The new definition emphasises that domestic abuse is not only physical violence, but can also be emotional, coercive or controlling behaviour, and economic abuse.

**Behaviour is classed as "domestic abuse" if:**

Both individuals are each over 16 years of age

Both individuals are personally connected to each other and the behaviour is abusive.

**Furthermore, behaviour is considered abusive when it consists of any of the following:**

Physical or sexual abuse

Violent or threatening behaviour

Controlling or coercive behaviour

Economic abuse

Psychological, emotional, or other abuse

## The Domestic Abuse Act 2021

The Domestic Abuse Act 2021 introduced a number of tools and powers<sup>2</sup> that will positively impact on Warwickshire’s victims-survivors, their children and perpetrators. According to Victoria Atkins MP, Minister for Safeguarding:

“This landmark Bill will help transform the response to domestic abuse, helping to prevent offending, protect victims and ensure they have the support they need.”<sup>3</sup>

The Domestic Abuse Act also introduces a new ‘Safe Accommodation’ duty for tier 1 local authorities, this Safe Accommodation Strategy outlines WCC and its partner’s response to this new duty.

### The Act seeks to:

Raise the awareness and understanding of the devastating impact of domestic abuse and abuse on victims and their families.

Improve the effectiveness of the criminal justice system in providing protection for victims of domestic abuse and abuse and bringing perpetrators to justice.

Strengthen the support available to victims of abuse by statutory agencies.

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**“This landmark Bill will help transform the response to domestic abuse, helping to prevent offending, protect victims and ensure they have the support they need.”<sup>4</sup>**

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## The Safe Accommodation Duty

### Definition

The Domestic Abuse Act 2021 defines Safe Accommodation as:

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“...solely dedicated to providing a safe place to stay for victims of domestic abuse, including expert support...”<sup>5</sup>

---

### Safe Accommodation Types:

**Refuge accommodation** – a refuge offers accommodation and intensive support which is tied to that accommodation. Victims, including their children, must be refuge residents to access expert emotional and practical support.

**Specialist safe accommodation** – specialist refuges for Black and Minority Ethnic (BAME) communities, Lesbian, Gay, Bisexual, Transgender Questioning and other (LGBTQ+) communities, and disabled victims and their children. These may provide single gender accommodation with dedicated specialist support to victims who share a protected characteristic(s). This includes services that are led by those that also share the protected characteristic and/or have complex needs.

#### Dispersed accommodation:

- i. Safe (secure and dedicated to supporting victims of DA), self-contained accommodation with the same level of specialist domestic abuse support as provided within a refuge but which may be more suitable for victims who are unable to stay in a refuge with communal spaces due to complex support needs or for families with teenage sons for example.
- ii. Safe (secure and dedicated to supporting victims of domestic abuse), self-contained ‘semi-independent’ accommodation which is not within a refuge but with support for victims who may not require the intensive support offered through refuge, and are still at risk of abuse from their perpetrator(s).

Accommodation such as Bed and Breakfast accommodation is not considered relevant safe accommodation and for this reason are specifically excluded in the Regulations.

### **Safe Accommodation Types continued:**

**Sanctuary Schemes** – properties with local authority installed Sanctuary Schemes or other similar schemes, which provide enhanced physical security measures within a home. A Sanctuary Scheme is a survivor centred initiative which aims to make it possible for victims of domestic abuse to remain in their own homes, where it is safe for them to do so, where it is their choice, and where the perpetrator does not live in the accommodation.

**Move-on and / or second stage accommodation** – these are interchangeable terms for projects temporarily accommodating victims, including families who no longer need the intensive level of support provided in a refuge, but would still benefit from a lower level of domestic abuse specific support for a period before they move to fully independent and permanent accommodation. There is no expectation that every victim will require this. Many victims are ready to move straight to a permanent new home from refuge. However, move-on and / or second stage accommodation may be helpful in some cases.

**Other accommodation designated by the local housing authority, registered social landlord or registered charity as domestic abuse emergency accommodation** – i.e. a safe place with support. To give victims an opportunity to spend a temporary period of time to make decisions in an environment which is self-contained and safe. This would include access to wrap around support and specialist support for victims with complex needs (including mental health needs and substance misuse).

## Domestic Abuse Support in Safe Accommodation

The Domestic Abuse Act statutory guidance describes Domestic Abuse Support within Safe/ relevant Accommodation as<sup>6</sup>:

- 
- Overall management of services within relevant accommodation – including, the management of staff, payroll, financial and day to day management of services and maintaining relationships with the local authority (such functions will often be undertaken by a Service Manager)
  - Support with the day-to-day running of the service, for example scheduling times for counselling sessions, group activities (such functions may often be undertaken by administrative or office staff)
  - Advocacy support – development of personal safety plans, liaison with other services (for example, GPs and Social Workers, welfare benefit providers);
- 
- Domestic abuse prevention advice – support to assist victims to recognise the signs of abusive relationships, to help them remain safe (including online), and to prevent re-victimisation.
  - Specialist support for victims
    - Designed specifically for victims with relevant protected characteristics (also known as by and for), such as faith services, translators and interpreters within BAME-led refuges, immigration advice, interpreters for victims identifying as deaf and / or hard of hearing, and dedicated support for LGBTQ+ victims [not limited to].
    - Designed specifically for victims with unique and / or complex needs such as, mental health advice and support,
- 
- drug and alcohol advice and support, including sign posting accordingly.
  - Children’s support – including play therapy and child advocacy.
  - Housing-related support – providing housing-related advice and support, for example, securing a permanent home, rights to existing accommodation and advice on how to live safely and independently.
  - Advice service – financial and legal support, including accessing benefits, support into work and establishing independent financial arrangements; and,
  - Counselling and therapy (including group support) for both adults and children, including emotional support.
-

## Safe Accommodation Duty Funding

The Ministry of Housing, Communities and Local Government (MHCLG) has committed to providing a three-year settlement for the delivery of the Safe Accommodation duty. WCC and the district and borough councils across Warwickshire have each received additional funding and there is potential for this to be pooled in the future. For 2021/22 the amount is outlined in table one, along with details of how much each district and borough council has been allocated:

**Table 1:** MHCLG funding allocation to Local Authorities in Warwickshire

LOCAL AUTHORITY	FUNDING ALLOCATION
Warwickshire County Council	£1,040,132
North Warwickshire Borough Council	£34,867
Nuneaton and Bedworth Borough Council	£31,944
Rugby Borough Council	£34,240
Warwick District Council	£34,498
Stratford-upon-Avon District Council	£34,416
<b>TOTAL</b>	<b>£1,210,097</b>

It is not clear whether the financial allocation awarded in 2021/22 will be reflected at the subsequent years of this strategy. Both years 2 and 3 are tied to a Central Government spending review. A joint financial plan will be developed in tandem with this strategy and outline how funding will be allocated to the specific requirements of the duty.

## Wider Strategic Context

To fulfil the requirements of the Safe Accommodation duty, Warwickshire has established a 'Safe Accommodation Working Group' (SAWG) as a sub-group of Warwickshire's Violence Against Women and Girls (VAWG) Board. Consisting of both county and local district councils and providers, the SAWG seeks to:

- Assess the need and demand for accommodation-based support for all victims and their children, including those who require cross-border support. This will be conducted via an annual safe accommodation assessment of need.
- Maintain the compliance required between Tier one and Tier two Local Authorities.
- Develop and publish strategies for the provision of support to cover the locality and diverse groups of victims.
- Give effect to strategies by making commissioning decisions.
- Meet the support needs of victim – survivors and their children.
- Monitor and evaluate local delivery, reporting back to central Government.



## Warwickshire's Violence against Women and Girls (VAWG) Board's role:

- |   |  |
|---|--|
| <hr/> <ul style="list-style-type: none"><li>□ Accountable to the Safer Warwickshire Partnership Board</li></ul> <hr/>   | <hr/> <ul style="list-style-type: none"><li>□ Develops and implements an over-arching strategy and action plan that identifies Board priorities and facilitates integrated and innovative solutions and activities</li></ul> <hr/> |
| <hr/> <ul style="list-style-type: none"><li>□ Supports the Warwickshire Health and Wellbeing Board</li></ul> <hr/>  | <hr/> <ul style="list-style-type: none"><li>□ Seeks to identify, develop and undertake joint commissioning and service development opportunities</li></ul> <hr/>   |
| <hr/> <ul style="list-style-type: none"><li>□ Seeks to maintain a 'gendered' approach to working collaboratively with statutory and Third Sector agencies to prevent, protect and reduce violence</li></ul> <hr/> | <hr/> <ul style="list-style-type: none"><li>□ Acts as a conduit to consider and respond to national guidance and policy for VAWG related items</li></ul> <hr/>   |

## The Safe Accommodation Strategy has also been informed by, and will support the delivery of:

- |  |  |
|--|--|
| <hr/> <ul style="list-style-type: none"><li>□ Preventing Homelessness in Warwickshire Strategy- 2020 - 2025</li></ul> <hr/>                                | <hr/> <ul style="list-style-type: none"><li>□ Warwickshire Health and Wellbeing Strategy - 2021-2026</li></ul> <hr/> |
| <hr/> <ul style="list-style-type: none"><li>□ Warwickshire County Council Council Plan - 2020 - 2025</li></ul> <hr/>                                       | <hr/> <ul style="list-style-type: none"><li>□ Local Community Safety Partnership (CSP) priorities</li></ul> <hr/>    |
| <hr/> <ul style="list-style-type: none"><li>□ Safer Warwickshire Partnership Board's Community Safety Agreement priorities for 2021 - 2022</li></ul> <hr/> | <hr/> <ul style="list-style-type: none"><li>□ District and Borough Council's Homelessness Strategies</li></ul> <hr/> |

# Summary of Domestic Abuse in Warwickshire

Warwickshire County Council has conducted a holistic DA Needs Assessment, which found:

- There were an estimated 23,500 cases of DA in 2019 in adults aged between 16-74 years in Warwickshire.
- Out of the estimated 23,500 cases, this is made up of approximately 15,600 females and 7,800 males.
- In 2019/20, the Warwickshire's Domestic Abuse Service provided short-term support, long-term support or refuge accommodation to 806 victims-survivors in Warwickshire. This means that roughly 3.4% of the estimated need for DA services is currently being met through commissioned DA services.
- Nuneaton and Bedworth has a higher rate of DA offences (13.29 per 1,000 people) compared to the other four district / boroughs, whilst Stratford-on-Avon has the lowest rate (7.36 per 1,000 people).
- Between 30-40% of victims in Warwickshire in 2019 have experienced DA multiple times.
- Referrals to DA Services were lower in 2019/20, than in 2018/19 and 2017/18.
- For the vast majority of DA offences (11,000) no action is taken despite having evidence and a named suspect because the victim didn't want to pursue it. This suggests that two thirds of DA perpetrators in Warwickshire are not being brought to justice.
- The Police refer the largest proportion of people to the Warwickshire Domestic Abuse Service, with the second highest proportion being self-referrals.

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Warwickshire's Domestic Abuse Service operates as part of a national model called "Routes to Support" which provides a database of refuge provision available nationally, (including specialist provision) this allows for victim-survivors and their families to be placed out of their county in order to be accommodated for their needs and to ensure their safety.

# Summary of Safe Accommodation needs:

As part of the 'Safe Accommodation' duty, Tier One Local Authorities are required to undertake an annual Needs Assessment to determine the level of demand for accommodation and DA support needs within their local area. The Safe Accommodation Strategy will be reviewed annually throughout its duration in light of this.

A key part of the Needs Assessment has been to determine the demand for Safe Accommodation and the areas of Warwickshire where it is needed most. Table two illustrates the number of households who presented as homeless as a result of domestic abuse across Warwickshire within each District and Borough area for the last 3 years:

It is important to note that due to the nature of DA, victims and their families will often be placed outside of the county boundary for their safety. This means that the data shown is not solely focussing on the demands and needs of Warwickshire only residents. For context, in 2020/21, Warwickshire's

DA refuge Accommodation Service received 241 referrals, 43 of which were from Warwickshire residents, 198 of which were from out of county.

**Table 2:** Households who presented as homeless as a result of Domestic Abuse broken down by District and Borough in Warwickshire (2018-2021)

DISTRICT/BOROUGH	2018/19	2019/20	2020/21
Warwick	70	78	139
Stratford	95	107	110
Nuneaton & Bedworth	53	74	94
Rugby		60	50
North Warwickshire	28	12	27
<b>TOTAL</b>	<b>246</b>	<b>331</b>	<b>420</b>

## The Safe Accommodation Needs Assessment also found:

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□ In the last three years, the numbers of victim-survivors presenting to services have increased in those aged 45 years plus.

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□ Though most victim-survivors are predominantly cisgender females, the numbers of cisgender male victim-survivors are increasing as well as those who are transgender.

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□ Data suggests that there that there is an over-representation of victim-survivors of ethnic minorities and minoritised British groups engaging with services.

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□ Data also highlights that there is an over-representation of victim-survivors with disabilities/ health conditions being affected compared to Warwickshire equivalent figures. Specifically, Warwickshire understand that there is a high prevalence of victim-survivors reporting mental health needs. Over the last

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3 years, Warwickshire's commissioned provider, Refuge supported 109 victim-survivors with disabilities or health conditions, of which 71 had mental health problems.

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□ Victim-survivors had varied experiences of accessing safe accommodation, temporary accommodation and permanent accommodation within the county

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□ Lack of availability of suitable accommodation and/or support services (there are instances where needs are so high that victim-survivors have had to be referred to refuges out of county where dedicated support is provided – Warwickshire does not have any refuges with 24 hour support)

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□ Almost one third of all children in families presenting as homeless as a result of Domestic Abuse, were under 5 years old highlighting how frequently young families are affected by DA.

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□ There are examples where (temporary) generic accommodation provided was not suitable for the individual(s) needs (examples including; accommodation with no cooking facilities, no outside/garden space, poor/unfit condition, not suitable for children, lack of ground floor accommodation for those with disabilities or pregnant mothers, lack of accommodation suitable for males, those with a disability, non-British survivors)

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□ There needs to be more of a focus on the victim-survivor's experience and empowering them to make decisions for themselves

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□ Consideration of the child(ren)'s needs and perspectives

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The Safe Accommodation Needs Assessment has revealed what Warwickshire must do to improve the offer for victim-survivors and their families. It has also highlighted some inconsistencies in the way agencies collect and record demand for services and for accommodation.

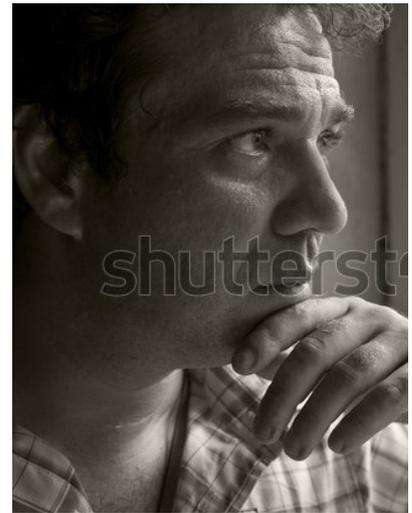


# Warwickshire's Safe Accommodation gaps

**The Safe Accommodation Needs Assessment and the holistic DA Needs Assessment 2021 highlights the following issues and gaps which will be addressed by this Safe Accommodation Strategy:**

- 
- Demand for safe accommodation for domestic abuse victim-survivors in Warwickshire, outstrips current supply. Victim-survivors are routinely being placed in temporary accommodation due to a lack of available and suitable local safe accommodation.<sup>7</sup>
- 
- The majority of victim-survivors accommodated within Warwickshire's refuge provision are from outside of the county. Reciprocal arrangements are in place to meet the needs of Warwickshire's victim-survivors who require out of county accommodation provision.
- 
- There are limited numbers of refuge accommodation spaces which are accessible for victim-survivors with a physical disability and / or older victim-survivors.
- 
- Demand for self-contained refuge accommodation is higher than for communal accommodation and demand for multiple bedrooms outstrips supply. Women with more than two children and / or teenage sons regularly find it challenging to access appropriate and safe accommodation within and outside of Warwickshire.
- 
- The safety of victim-survivors may mean that their preference is to be accommodated out of area and / or out of county.
- 
- There are significant numbers of women that are pregnant and / or have children that require safe accommodation.
- 
- The perception of a "refuge" can prevent women and men from seeking support or safe accommodation.
- 
- Temporary accommodation is routinely used to house victim-survivors of Domestic Abuse. Depending on the appropriateness of it this can be re-traumatising and may result in victims returning to a perpetrator.
- 
- There is a high prevalence of mental health needs of victim-survivors that access the DA accommodation and support services which is not currently being met due to demand outweighing supply.
-

- 
- “Moving-on” from temporary accommodation and / or refuge accommodation into permanent accommodation can be challenging for victim-survivors:
    - High cost of private rented accommodation and an unwillingness of landlord to accept universal credit as payment
    - Impact of debt / rent arrears
    - Availability of social housing stock
    - Accessing social housing “out of area” with no local connection
- 
- There is no safe accommodation provision for those that require intensive / 24-hour support.
- 
- There is no dedicated domestic abuse accommodation or support provision for LGBTQ victim-survivors and / or male victim-survivors.
- 
- There is a growing need for safe accommodation for male victim-survivors and older victim-survivors.
- 
- There is a lack of awareness amongst professionals about the Sanctuary Scheme and an opportunity for it to benefit more people.
- 
- It is estimated that there is a large “un-seen” safe accommodation demand which is met by victim-survivors “sofa surfing” and living with friends or family.
- 



WHAT WILL  
WARWICKSHIRE'S SAFE  
ACCOMMODATION  
STRATEGY ACHIEVE?

2



## SafeLives Insights data shows that 22% of people accessing support from a domestic abuse service were living with the perpetrator when they entered the service.

However, it is an even wider group whose accommodation is destabilised by abuse; whether or not they were living with the perpetrator, over half (52%) needed support to secure new accommodation or stay safe in their own home<sup>8</sup>. The Safe Accommodation Strategy will address this need through the delivery of five objectives:

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Warwickshire will ensure that victim-survivors are at the centre of their provision. We will listen and understand their wishes and provide appropriate options for accommodation and support. This strategy will support our partnership efforts to hold perpetrators to account for their behaviour and ultimately reduce the devastating impact of domestic abuse on individuals and our communities.

**1. Early intervention and prevention:** victim-survivors (adults and children) are supported at an early stage and provided with options to remain safe at home to prevent homelessness. This includes holding perpetrators to account for their behaviour.

**2. Accessible services:** victim-survivors and professionals know how to access safe accommodation options, both within and outside of Warwickshire.

**3. Appropriate safe accommodation:** accommodation options and appropriate support is in place for all victim-survivors who need it

**4. Multiagency delivery:** victim-survivors needs will be met by effective, collaborative multi-agency support

**5. Support to return home or move on:** victim-survivors are supported to return home safely and/or move into alternative permanent accommodation

# 1. Early intervention and prevention:

Victim-survivors (adult and children) are supported at an early stage and provided with options to remain safe at home to prevent homelessness. This includes holding perpetrators to account for their behaviour.

## What is Warwickshire already doing?

### **Warwickshire has a comprehensive community based Domestic Abuse Service –**

The service provides a range of support to all victim-survivors over the age of 16, at all levels of risk. Warwickshire's Domestic Abuse Service can support people living within their own home, to remain safe at home. This includes:

- A helpline / single point of contact for anyone requiring advice and support about domestic abuse
- 1:1 support by Independent Domestic Abuse Advocates (IDVA), outreach workers and GP based domestic abuse workers
- Drop-in sessions in community venues across the county and group recovery programmes.
- Sanctuary Scheme provision (home adaptations that seek to improve security of a home).

### **Warwickshire has strong partnership arrangements in place to share information and develop joint plans to protect victim-survivors and hold perpetrators to account –**

Warwickshire Multi-Agency Risk Assessment Conference (MARAC) meetings take a joint approach to risk assessment and safety planning for victim-survivors living in Warwickshire. Agencies work together to consider the wishes of the victim, options for keeping individuals safe in their own home and powers that can be used to hold perpetrators to account for their behaviour.

**Warwickshire County Councils' Children's Services provide a range of support to families to recognise and respond to the early signs of domestic abuse and provide support to families in need.** This includes the Caring Dads Programme and support by the Early Help team to facilitate and respond to disclosures of domestic abuse. There is also the expansion of the Domestic Abuse Team in Children's Services and the development of multi-disciplinary teams (Domestic Abuse Social Workers, Mental Health and Drug and Alcohol services) to better support families where domestic abuse is occurring.

**Warwickshire agencies use existing duties and powers to hold perpetrators to account** – Warwickshire Police and other criminal justice agencies deploy a range of tools and powers, which includes but is not limited to: Domestic Abuse Protection Orders and Notices, Non-Molestation Orders, Integrated Offender Management and promotion of Claire's Law (Domestic Abuse Disclosure Scheme). By deploying these duties, victim-survivors can be supported to remain in their own homes.

## What opportunities will Warwickshire take to improve services further?

**Warwickshire partners will promote the range of support available to victim-survivors to remain safe in their own home,** this includes but is not limited to greater use of the Sanctuary Scheme and 1:1 support provided by Warwickshire's Domestic Abuse Service.

**Warwickshire agencies will work together to protect the safety of survivors so that staying at home is a safe and realistic option for more people.** This will include utilising the new Domestic Abuse Act duties and powers, increasing awareness of new offences, and encouraging reporting.

**Warwickshire will work with social landlords to:**

- Explore whether domestic abuse can be considered by social landlords as a breach of tenancy conditions so that perpetrators can be held accountable and potentially evicted as part of a multi-agency response.
- Consider whether a mechanism can be introduced to facilitate the early identification of properties where property damage and repairs indicate that abuse is present.

**Victim-survivors will be supported to remain safe in their own home through the delivery of broader work that Warwickshire partners have committed to.**

This includes:

- Responding to the recommendations that emerge from the Independent Review of Warwickshire's Perpetrator Offer.
- Implementation of the DA specific elements of the Children's Transformation Programme e.g. the Caring Dad's and Parenting Practitioners work.

**Warwickshire will consider what further early intervention and prevention offer is required in Warwickshire to:**

- Encourage and assist families to access support early.
- Support children, young people and adults to recover and move on from their experience of witnessing or being in a household where abuse is occurring.



## 2. Accessible services:

Victim-survivors and professionals know how to access Safe Accommodation options, both inside and outside Warwickshire.

### What is Warwickshire already doing?

**Warwickshire has a Single Point of Contact (SPOC) for access to Domestic Abuse Support and Refuge provision** – Any victim-survivor or professional in Warwickshire can call Warwickshire's Domestic Abuse Service SPOC to access refuge provision within or outside of the county. The SPOC is signed up to "Routes to Support" which provides a database of refuge provision available nationally, including specialist provision. Victim-survivors are also able to access 1:1 support, access an immediate risk assessment and support to develop a safety plan. This can include plans for leaving an abusive partner and / or safety measures to enable the victim-survivor to remain in their own home such as use of the sanctuary scheme.

**Victim-survivors of Domestic Abuse that require accommodation routinely present to housing teams at the District and Borough Councils** and are prioritised for temporary accommodation whilst a move on plan is established. Permanent housing solutions are also considered, and referrals made into the DA Accommodation and Support Services are routinely conducted.

### What opportunities will Warwickshire take to improve services further?

**Warwickshire will have a Single Point of Contact for all Domestic Abuse Safe Accommodation provision within the county.** Victim-survivors and professionals will not need to contact different housing authorities and support services to identify available, suitable safe accommodation. All safe accommodation available in the county, will be accessed via a Single Point of Contact. Transitional arrangements will be agreed between WCC and the District and Borough Councils until new additional safe accommodation has been commissioned.

# 3. Appropriate Safe Accommodation:

Accommodation options and appropriate support are in place for all victims-survivors who need it

## What is Warwickshire already doing?

Warwickshire's Safe Accommodation offer currently includes:

### **24 units of refuge accommodation in the County –**

This is commissioned by Warwickshire County Council and the Warwickshire Police and Crime Commissioner.

- The refuge is open to women and children.
- It is open to Warwickshire and non-Warwickshire residents as per the Domestic Abuse Act.
- The accommodation is a mix of self-contained and communal accommodation.
- The provision includes Domestic Abuse Support Workers and re-settlement support.

**Sanctuary Scheme provision** is commissioned as part of Warwickshire's Domestic Abuse Service. The scheme provides homes security measures and is available for any victim-survivor living in their own home in Warwickshire that feels unsafe.

**Warwickshire residents can access refuge provision out of county** either via the Warwickshire Domestic Abuse Service helpline or via the National Domestic Abuse Helpline.

**Victim-survivors of DA routinely present as homeless to district and borough housing teams and are housed in temporary accommodation.** Victim-survivors of DA are considered a priority for accommodation and their need for temporary and / or permanent accommodation. The temporary accommodation provided would not meet the Domestic Abuse Act definition of "Safe Accommodation". It is not dedicated to DA victim-survivors however, victim-survivors would be able to access DA support from the Warwickshire Domestic Abuse Service.

## What opportunities will Warwickshire take to improve services further?

**Warwickshire will develop a model of dispersed refuge / safe accommodation across the county to address current gaps. The accommodation will be:**

- Open to male and female, cisgender, and transgender victim-survivors over the age of 16 and their children.
- Open to Warwickshire and non-Warwickshire residents as per requirements of the Domestic Abuse Act
- Self-contained
- Single gender accommodation
- Of varying sizes to accommodate families with multiple children
- Accessible for individuals with a disability and / or for older victim-survivors
- Include pet friendly accommodation (a proportion of units will welcome pets)
- Compliant with minimum standards (include white goods, curtains, beds etc)
- Accessible to amenities and public transport.



**Warwickshire will ensure that responsive and effective Domestic Abuse Support is delivered alongside safe accommodation, which will include:**

- Domestic Abuse Advocacy
- Practical and emotional advice and support
- Housing options advice and re-settlement support
- Counselling and therapy for adult and child victim-survivors
- Dedicated specialist support for children
- Provision of specialist support to address specific needs, this includes but is not limited to:
  - o Male victim-survivors
  - o Victim-survivors of Honour Based Violence, Faith Based Abuse, Forced Marriage, Female Genital Mutilation and/or modern day slavery
  - o Victim-survivors who have No Recourse to Public Funds
  - o Victim-survivors who are older (over the age of 65)
  - o Victim-survivors with a disability
  - o Victim-survivors from the gypsy/traveller community
  - o Victim-survivors who are LGBTQ+
  - o Victim-survivors who are younger (16-21)
  - o Victim-survivors who have experienced honour-based violence, faith based abuse, modern day slavery and exploitation and / or harmful practices.
  - o Victim-survivors who have drug and / or alcohol dependencies

**Warwickshire will ensure that the Warwickshire Safe Accommodation offer is promoted to all those in need (professionals and the public).**

**WCC will work with District and Borough Councils, Homes England, Housing Providers, Domestic Abuse Specialists and other stakeholders and providers to shape and develop the market to meet our Safe Accommodation requirements.**

**Warwickshire's VAWG partners will work to develop new refuge provision in the county.**

**This might involve re-purposing an existing building or developing a new purpose-built refuge.**

**Warwickshire will enhance the Domestic Abuse support available to victim-survivors in Warwickshire refuges to address the needs of children and young people and for victim-survivors with mental health needs (both adult and children).**

**Warwickshire will work to ensure that all victim-survivors currently accessing temporary accommodation as part of the transitional arrangements, are provided support by our Domestic Abuse Accommodation and Support Service.**

**Warwickshire will work with neighbouring local authorities to consider options to jointly commission Safe Accommodation and Support Services where appropriate.**

**Warwickshire County Council, Warwickshire District and Borough Councils and the Warwickshire Domestic Abuse Service will develop and agree robust transitional arrangements to deliver the Safe Accommodation Strategy.**

**Warwickshire recognises that it will take time to design and commission additional safe accommodation provision and support, and to achieve the improvements intended. Warwickshire partners will work together to identify and deliver immediate improvements to our safe accommodation offer for victim-survivors, as well as working to deliver a comprehensive responsive offer longer-term.**

## 4. Multi-agency delivery:

Victim-survivors needs will be met by effective, collaborative multi-agency support

### What is Warwickshire already doing?

Good multi-agency working:

**Partners routinely work together to support victim-survivors and reduce risk of harm.**

This includes but is not limited to: Warwickshire Domestic Abuse Service, WCC Children's Social Care and Adult Social Care, Warwickshire Police, District / Borough Housing teams, Mental Health Services, Drug and Alcohol Services, Health Visiting / Maternity Services, Primary Care and Secondary Care and schools.

**Specialist advice is gained to support victim-survivors in relation to No Recourse to Public Funds (NRFP), honour-based violence, FGM, modern slavery, forced marriage and faith-based abuse.**



## What opportunities will Warwickshire take to improve services further?

**Warwickshire will continue to engage with victim-survivors about their experience of accessing local services, this will inform improvements across agencies.**

**Multi-agency awareness raising** - There is an opportunity to enrich the broader understanding of DA across partner organisations further to ensure the early identification of DA concerns, effective responses are facilitated and referral pathways into services are fully understood.

**Warwickshire partners will address improvements raised in the independent review of the Warwickshire Multi-agency Risk Assessment Conference (MARACs).** The review recognised strong practice in place, and this will be promoted. Actions to enhance practice further across Warwickshire agencies, will be delivered.

**Expanding dual diagnosis to consider domestic abuse** – Within Warwickshire, a Dual Diagnosis policy operates between the providers of substance misuse and adult mental health services to ensure that appropriate, collaborative interventions are provided to those who have a dual diagnosis. There is an opportunity to expand this to incorporate those who are also experiencing or perpetrating domestic abuse.

## 5. Support to return home, or move one:

Victim-survivors are supported to return home safely and / or move on into alternative permanent accommodation

### What is Warwickshire already doing?

#### **Warwickshire's Domestic Abuse Service includes:**

- Refuge accommodation and re-settlement support - ensuring victim-survivors can move on and re-settle within a community of their choice, through the provision of effective re-settlement support within the community
- 1:1 support based in the community to understand housing and legal options to move back home safely or access alternative accommodation.

**Warwickshire District and Borough Council Housing teams respond to victim-survivors who present as homeless because of DA and provide temporary and permanent accommodation solutions.**

### What opportunities will Warwickshire take to improve services further?

**Victim-survivors will be supported to return home safely if that is their preference.**

Perpetrators will be held to account for their behaviour and the emphasis will be on them to move to alternative accommodation. This will be through the utilisation of police powers, supporting victims to understand their legal options, access to Sanctuary Schemes, close working between housing, criminal justice agencies and the Domestic Abuse Service.

**Warwickshire will support victim-survivors to understand their options for permanent accommodation (be this within or outside of Warwickshire) and provide practical support to re-settle should they require it.**

This may include support to complete applications for housing, signing up to new schools, accessing charitable donations to source furniture.

**Warwickshire will treat all survivors of domestic abuse as having a priority need for accommodation.**

The Domestic Abuse Act introduces a requirement for all domestic abuse victim-survivors to be automatically considered in priority need and therefore benefit from the statutory homelessness process and receive an offer of settled housing.

**Warwickshire will address “Move On” challenges for victim-survivors of Domestic Abuse.**

Housing allocation schemes in all five D&Bs will be reviewed to ensure that arrears, debts, anti-social behaviour and other factors that may limit rehousing options always require an evaluation of whether these may have arisen from, or be a consequence of, domestic abuse. Where this is the case these factors should not be regarded as behaviour of choice but because of the domestic abuse.

**Warwickshire will ensure that all victim-survivors of domestic abuse in social housing, are provided with a secure lifetime tenancy as required under the Domestic Abuse Act (where tenancy has been granted.)**

**Warwickshire County Council will work with District and Borough Councils to inform housing development strategies. Work will take place to develop plans that secure sufficient housing stock to meet safe accommodation needs now and in the future.**

# HOW WILL THE SAFE ACCOMMODATION STRATEGY BE DELIVERED?

# 3



# How will the Safe Accommodation Strategy be delivered?

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**1** Warwickshire's Safe Accommodation Working Group will develop and implement a delivery plan, that is annually refreshed and reviewed by VAWG on a quarterly basis. This will identify short-term transitional arrangements and improvements as well as medium to long-term work that is required to deliver the strategy. A set of measures will be developed to monitor the impact of the strategy.

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**2** To address current gaps, service commissioning options for additional safe accommodation and support will be developed and delivered.

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**3** A joint financial plan will be developed and agreed via SAWG to spend tier 1 and tier 2 safe accommodation funding allocations. This will be spent on "safe accommodation" and accompanying DA support as defined by the Statutory Guidance. This will be annually refreshed and may include options to pool resources.

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**4** A single point of contact for safe accommodation will be developed and implemented alongside the introduction of expanded safe accommodation provision.

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**5** Awareness raising, training and communications on the safe accommodation offer will be delivered for professionals across Warwickshire's agencies.

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**6** Warwickshire will raise awareness of Domestic Abuse and communicate safe accommodation and the broader DA offer to residents of Warwickshire.

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**7** Warwickshire will monitor progress to deliver the strategy and report to VAWG Board on a quarterly basis and the Safer Warwickshire Partnership Board, Health and Wellbeing Board and the ministry for Housing, Communities and Local Government (MHCLG) when required.

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HOW WILL WE KNOW  
WE ARE MAKING A  
DIFFERENCE?

4



**Warwickshire will develop and agree measures to monitor the impact of the Safe Accommodation Strategy. The objectives of the strategy will have been delivered when:**

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**1** More victim-survivors are reporting incidents of domestic abuse to the Police and are accessing Warwickshire's Domestic Abuse Services.

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**5** Adults and children referred to services report that their voices were heard; that they feel safer and support was provided at the right time.

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**2** Warwickshire has a range of safe accommodation options in place so that all victims-survivors requiring safe accommodation, can access it.

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**6** That the numbers of victim-survivors experiencing domestic abuse related repeat victimisation is reduced.

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**3** Victim-survivors of domestic abuse that require "safe accommodation and support" are not housed in generic temporary accommodation in Warwickshire.

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**7** The workforce in Warwickshire is familiar with the Safe Accommodation offer and utilise this appropriately.

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**4** Warwickshire has a comprehensive community based domestic abuse services in place alongside safe accommodation.

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# ACKNOWLEDGEMENTS

# 5



**Thanks to all the members of the Safe Accommodation Working Group for their commitment and work to assist in the development of this strategy and to wider stakeholders within Community Safety Partnerships who provided their knowledge and expertise to help inform its objectives. Thank you also to Refuge - the commissioned provider for domestic abuse Services in Warwickshire and both local and national advocate for victim-survivors.**

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## Endnotes

- 1 [https://safelives.org.uk/sites/default/files/resources/Safe\\_at\\_home\\_Spotlight\\_web.pdf](https://safelives.org.uk/sites/default/files/resources/Safe_at_home_Spotlight_web.pdf)
- 2 <https://www.legislation.gov.uk/ukpga/2021/17/section/1/enacted>
- 3 <https://www.gov.uk/government/publications/domestic-abuse-bill-2020-factsheets/domestic-abuse-bill-2020-overarching-factsheet>
- 4 *ibid*
- 5 [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/993825/Domestic\\_Abuse\\_Act\\_-\\_draft\\_statutory\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/993825/Domestic_Abuse_Act_-_draft_statutory_guidance.pdf)
- 6 *ibid*
- 7 The data shown is not solely focussing on the demands and needs of Warwickshire only residents, this shows anyone placed in Warwickshire whether they are a resident or not. For context, in 2020/21, Warwickshire's DA Support Service received 241 referrals, 43 of which were from Warwickshire residents, 198 of which were from out of county.
- 8 [https://safelives.org.uk/sites/default/files/resources/Safe\\_at\\_home\\_Spotlight\\_web.pdf](https://safelives.org.uk/sites/default/files/resources/Safe_at_home_Spotlight_web.pdf)

# How to get help if you or someone you know is experiencing domestic abuse

If you or someone else is in immediate danger, ring or text 999.

If you are deaf, hard of hearing or have any speech impairment, please dial Minicom/Textphone 18001

If you're worried a friend, family member, neighbour or colleague might be a domestic abuse victim you can report your concerns anonymously to Crimestoppers online here: <https://crimestoppers-uk.org/keeping-safe/personal-safety/domestic-abuse>

We know this can be daunting but the services below will support you every step of the way.



**Warwickshire Domestic Violence Service** - If you are experiencing domestic violence in Warwickshire, Refuge's domestic violence service can support you and your children to keep safe. Refuge is a county-wide service that provides support to women, men and children experiencing domestic violence in Warwickshire.

T: **0800 408 1552**

W: <https://www.refuge.org.uk/our-work/our-services/refuge-warwickshire-domestic-violence-service/>



**Rights of Women** - Rights of Women aims to increase women's understanding of their legal rights and improve their access to justice enabling them to live free from violence and make informed, safe, choices about their own and their families' lives by offering a range of services including specialist telephone legal advice lines, legal information and training for professionals.

T: **020 7251 6577** (family law helpline – other numbers are available on the website)

W: <https://rightsofwomen.org.uk/>



**Galop** – Galop is a charity offering advice and support to LGBT+ people who have experienced violence or domestic abuse.

T: **0800 999 5428**

W: <http://www.galop.org.uk/>



**Mankind** – A confidential helpline is available for male victims of domestic abuse and domestic violence across the UK as well as their friends, family, neighbours, work colleagues and employers.

T: **01823 334 244**

W: <https://www.mankind.org.uk/>



**RoSA** - RoSA is an independent charity working throughout Warwickshire, offering free confidential support for anyone who has experienced rape, sexual abuse, or sexual violence.

T: **01788 551151**

W: <http://www.rosasupport.org>



**Safeline** - Safeline is a specialist charity providing a range of services across Warwickshire to support all survivors of rape and sexual abuse.

T: **01926 402498** (or text **07860 027573**)

W: <https://www.safeline.org.uk/>



**The Blue Sky Centre**

(Sexual Assault Referral Centre) –

The Blue Sky Centre is a SARC where any victim of rape or sexual assault will receive medical care, police intervention (if they wish to report the crime), and various other support services.

T: **01926 507805**

W: <https://blueskycentre.org.uk/>



**Respect Phonenumber** - Is your abusive behaviour costing you your relationship? Help is available.

T: **0808 802 4040**

W: <https://respectphonenumber.org.uk/>

**A full range of support options are available at:**

<https://www.talk2someone.org.uk/>



**Agenda Item No 8**

**Resources Board**

**21 September 2021**

**Report of the Corporate Director -  
Resources**

**Capital Programme 2021/22  
Period Ended 31 July 2021**

**1 Summary**

- 1.1 The report updates Members on the progress of the 2021/22 Capital Programme in terms of expenditure up to the end of July 2021.

**Recommendation to the Board**

- a. to approve the virements set out in paragraph 4.12 (Table 1) and,  
b. to recommend that Executive Board approves the additional capital allocations set out in paragraph 4.12 (Table 2)**

**2 Introduction**

- 2.1 The Executive Board approved the Council's 2021/22 Capital Programme of £12,307,060 in February 2021. A further allocation of £205,000 was approved in March 2021.

- 2.2 The Executive Board agreed a number of amendments to the approved capital programme at its meeting on 21st July. These consisted of slippage together with commitments brought forward from 2020/21, to give a total approved capital programme for 2021/22 of £15,598,105 (Appendix A).

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**3 Budget Profiling**

- 3.1 A schedule of works is arranged by each budget holder and each of the schemes are timetabled for completion throughout the year. This schedule is monitored on a monthly basis and discussed with Budget holders.

**4 Housing Schemes**

- 4.1 The original budget for 2021/22 was £6,746,860 and there were amendments of £2,476,720, which provides a total Housing Capital budget of £9,223,580 (Appendix A).

- 4.2 There has been a total of £2,917,914 spent or committed on the Housing Capital programme during the first four months of 2021/22; this is compared to a profiled budget of £2,882,954.
- 4.3 An extensive programme of works is being undertaken to provide external wall insulation, new windows and loft insulation to properties in Polesworth which is supported financially by the Government's Green Homes initiative. The programme has faltered due to COVID-19 issues and difficulty accessing materials, however 32 properties will have been completed by October 2021. The Government has recognised the issues and extended the timescales for completion so that grant continues to be available for these schemes. The part grant funded schemes will now run to March 2022, in order to deliver energy efficiency measures to 66 Council properties. As part of the Green Homes initiative the Director of Housing is also seeking to provide some properties with Air Source Heat Pump heating systems.
- 4.4 The Council is expected to undertake an electrical installation report for its properties every 5 years. These reports are being provided by a contractor and the in-house team of Electricians. Over 1,000 have been provided to date. The partnering contract with Solihull Borough Council to deliver electrical installation remedial works continues to be productive. The contract is concerned with individual properties and installations in communal areas of blocks of flats. The programme to install new energy efficient gas heating systems is behind the expected timescales due to access issues but it's expected that this will improve over the next few months and we will catch up. Nonetheless it is proposed to vire budget allocation to this work stream because of the number of boilers that are expected to fall out of their Decent Homes Standard 15 year life expectancy by 31 March 2022.
- 4.5 The improvement programme for replacing kitchens and bathrooms to meet the Decent Homes Standard stalled during 2020 because of COVID-19 restrictions. The programme is due to be tendered to appoint a new contractor in 2021. Given this it is unlikely that a works programme will start until January 2022. A small programme has delivered new kitchens and bathrooms to some of the longest outstanding properties but most of those that are due to be done will have to wait for the new contract to be awarded.
- 4.6 As some of the budget allocation from the kitchens and bathroom programme is not required this year it is proposed to vire it to support the multi trade budget. This allocation can cover a range of works however it is mainly used to provide for structural works and major repairs to individual properties. As the stock ages some properties are found to need significant works. As well as the virement of the slippage from the kitchen and bathroom budget it is also proposed that slippage from the windows and doors budget also be used to support the multi trade allocation. The current programme to provide new fire doors has now been completed and due to the necessity to deliver other works programmes will not be started again until 2022.
- 4.7 Having suffered from COVID-19 related delays last year the roof programme is back on track. The programme has been changed because the contractor

has not been able to source the roof tiles that we need for some properties. Planning permission is now being sought to provide a new roof for St Leonards, Dordon following the completion of the leaseholder consultation. An additional capital allocation of £300,000 will be required to fund this new roof, to allow for the main programme to continue to be delivered.

- 4.8 Members are aware from the Asset Management Plan report that a major works programme is being delivered to provide remedial works to blocks of flats. Works have been completed at Long Street, Dordon, Monument View, Polesworth and Oldbury View, Hartshill as well as Alder and Heather Court, Atherstone. We have planned for a new flat to pitched roof and new windows at Alexandra Court this year as well as external remedial and works to the internal areas of the communal blocks. In advance of this works programme starting on site investigations have been undertaken on the structure of the building and the walls. This is because remedial repairs were done on the render last year but the walls have deteriorated again. A revised works programme has been provided following the investigations. An estimate of £1.2m for the works programme was proposed earlier this year and is included within the current capital allocation. A further capital allocation of £1.6 million will be required in order to rectify the defects in the blocks of flats.
- 4.9 Following a short pause on delivering adaptations during the first lock down in 2020 our contractor has continued to deliver level access shower adaptations to our properties in accordance with HEART recommendations. We have had very high satisfaction rates and the timescales for delivery have improved over the last 12 months. In addition we deliver ramps and stair lifts and where required room extensions to properties when recommended.
- 4.10 The New Build programme consists of a number of schemes. Spending to date relates to the ongoing work to provide 4 town houses on Long Street and 8 flats at Coleshill Road in Atherstone. The development at Trinity and Hatters Close, Warton is complete. A retention fee has been paid in relation to the purchase of new homes at St. Helena, Polesworth.
- 4.11 The Housing Vehicle replacement scheme is not scheduled to commence until later in the year.
- 4.12 Due to current spending pressures in some areas and timing delays in others, the following virements are proposed:

<b>Table 1</b>	
<b>Capital Scheme</b>	<b>£</b>
Kitchens & Bathrooms	(243,000)
Windows & Doors	(313,600)
Flats	(244,960)
Heating	344,960
Energy Efficiency Measures	100,000
Multi Trade	356,600
<b>Total</b>	<b>-</b>

In addition, the Board are asked to recommend the following additional capital allocations to the Executive Board, for inclusion within the 2021/22 HRA capital programme:

<b>Table 2</b>	
<b>Capital Scheme</b>	<b>£</b>
Roofing - St Leonards, Dordon	300,000
Remedial Work to Flats – Alexandra Court	1,600,000
<b>Total</b>	<b>1,900,000</b>

- 4.13 The proposed changes and supplements to the budgets for 2021-22 will ensure that works to the Council's property assets can continue at a reasonable pace to both meet the Decent Homes Standard and the repair requirements of the housing and fit for habitation legislation. The Asset Management Plan for the Council's housing stock is being reviewed and revised during 2021 and will be submitted to the Resources Board in January 2022. This will set out clearly the repair needs of the stock and resources needed to meet those needs.

## 5 General Fund Schemes

- 5.1 The original budget for 2021/22 was £5,560,200 and there are agreed adjustments of £814,325, providing a total General Fund Capital budget of £6,374,525 (Appendix A).
- 5.2 There has been a total of £611,409 spent or committed against the General Fund Capital projects for 2021/22; compared to a profiled budget of £611,600.
- 5.3 A further £519,385 has been committed on the project to develop the sub-regional Materials Recycling Facility for use by local authority partners, whilst work has continued on the office refurbishment at the Sheepy Road Depot and the remodelling of Water Orton Car Park.
- 5.4 Within the Parks and Playing Fields scheme, the approved pitch improvement works at Boot Hill Recreation Ground have been completed. Work to meet the on-site ancillary accommodation and equipment needs at the Recreation Ground will now be progressed. Work at Wood End Recreation Ground to install a new footpath and bench has been completed.
- 5.5 Some general leisure equipment has been replaced and orders for gym equipment at Atherstone Leisure Complex have been placed. Further IT Infrastructure Improvements have been made with the purchase of servers. An upgrade to the Payment Management System is due to take place in November, although the Environmental Health System replacement is now expected to take place in 2022/23. Within the transport allocation, a fixed cutting unit was purchased in April.

5.6 The requirements for works at the industrial units are being reassessed to ensure that budget provision is available for the most urgent works, whilst the work to replace the roof at the Atherstone Leisure Complex is on hold until a decision on its future is taken. Leaseholder changes have led to a delay with the planned work at the Maya restaurant and capital works at High Street Coleshill are still being considered. The electrical upgrade planned for the Council Offices at the Old Bank House is likely to be delayed beyond the end of 2021/22.

## **6 Report Implications**

### **6.1 Finance and Value for Money Implications**

6.1.1 Capital schemes will contribute to services provided by the Council, from maintaining decent Council homes, assisting in carrying out adaptations to resident's houses to helping to fund efficient heating systems to promote carbon reduction and encouraging fitness and wellbeing.

### **6.2 Environment and Sustainability Implications**

6.2.1 Expenditure incurred as part of the Council's Capital Programme enables the Council to continue to improve and deliver a range of services to the people of North Warwickshire. The implementation of the capital programme will lead to improvements in the quality of life for the communities of North Warwickshire.

### **6.3 Risk Management Implications**

6.3.1 Failure to make reasonable adjustments to ensure our buildings and facilities are accessible could expose the Council to potential litigation and risks damage to its reputation.

### **6.4 Equality Implications**

6.4.1 The Council is required to ensure it meets the requirements of the Equality Act 2010. The Act brings together all previous equality legislation and includes a public sector duty (the equality duty). The capital programme includes some provision for improving accessibility as required by the current Equality Act 2010 and other relevant legislation.

6.4.2 Failure to make reasonable adjustments could result in limiting access to services provided from our buildings and facilities by disabled people and the potential for legal challenges being taken against the Council.

The Contact Officer for this report is Daniel Hogan (719337).

APPENDIX A

**Capital Budgetary Control Summary 2021/22 - as at 31 July 2021**

	(A)		(B)	(C)	(D)	(E)	
Cost Centre Description	Original Budget 2021/22	Supplementary Estimate - March 2021	Budget Brought Forward from 2020/21	Total 2021/22 Approved Budget	Profiled Budget	Total Year To Date	Total v Profiled Budget
Hsg Disabled Facility Adaptation CH	241,280		39,500	280,780	130,000	132,453	2,453
Hsg Insulation	270,640	205,000	183,500	659,140	0	0	0
Hsg Windows and Doors	255,040		213,600	468,640	0	0	0
Hsg Kitchens and Bathrooms	414,440		143,000	557,440	0	105	105
Hsg Multi Trade Contract	414,440			414,440	150,000	143,004	(6,996)
Hsg Remedial Work to Flats	1,933,240			1,933,240	130,000	129,220	(780)
Hsg Roofing	414,440		267,300	681,740	100,000	94,752	(5,248)
Hsg Heating	255,040		288,000	543,040	30,000	28,261	(1,739)
Hsg Electrics	1,014,440			1,014,440	250,000	266,349	16,349
New Build Housing Project	1,255,000		1,006,700	2,261,700	2,000,000	2,030,817	30,817
Hsg Replacement Vehicles	0		130,120	130,120	0	0	0
Housing Capital Salaries	278,860			278,860	92,954	92,953	(1)
<b>Total HRA</b>	<b>6,746,860</b>	<b>205,000</b>	<b>2,271,720</b>	<b>9,223,580</b>	<b>2,882,954</b>	<b>2,917,914</b>	<b>34,960</b>
Disabled Discrimination Adaptations	25,000			25,000	0	0	0
Refurbishment of Council Owned Buildings	45,000			45,000	0	0	0
Innage Park Cladding	195,000			195,000	0	0	0
Pavilions Roof	0		105,000	105,000	0	0	0
Atherstone Leisure Complex Roof Replacement	252,170			252,170	0	0	0
Materials Recycling Facility	2,666,000			2,666,000	520,000	519,385	(615)
Depot Works	0		32,450	32,450	1,850	1,850	0
Maya Restaurant Roof	120,000			120,000	0	0	0
Council Offices Electrics	150,000			150,000	0	0	0
Water Orton Car Park	0		25,065	25,065	10,000	10,000	0
Parks and Playing Fields (Play Areas)	200,000		195,047	395,047	0	0	0
Playing Pitch Strategy	0		29,956	29,956	3,000	2,805	(195)
General Leisure Equipment	30,000		5,800	35,800	10,000	7,842	(2,158)
Wood End Recreation Ground	0		652	652	650	652	2
ALC Gym Equipment	0		250,000	250,000	25,000	24,035	(965)
High Street, Coleshill	1,000,000			1,000,000	0	0	0
Computer Software	30,000		18,950	48,950	0	0	0
Infrastructure Improvements	20,000		35,055	55,055	10,000	13,755	3,755
Financial Management System Replacement	300,000			300,000	0	0	0
Backing Up	25,000			25,000	0	0	0
Network Infrastructure Replacement	0		25,600	25,600	0	0	0
Payment Management System Replacement	10,000		5,750	15,750	0	0	0
Environmental Health System Replacement	0		85,000	85,000	0	0	0
Scanner/Plotter	10,000			10,000	0	0	0
Life Lines	23,000			23,000	0	0	0
Transport	415,730			415,730	25,000	24,985	(15)
Decent Homes Standard Assistance	25,000			25,000	0	0	0
Capital Salaries	18,300			18,300	6,100	6,100	0
<b>Total General Fund</b>	<b>5,560,200</b>	<b>-</b>	<b>814,325</b>	<b>6,374,525</b>	<b>611,600</b>	<b>611,409</b>	<b>(191)</b>
<b>Total Expenditure</b>	<b>12,307,060</b>	<b>205,000</b>	<b>3,086,045</b>	<b>15,598,105</b>	<b>3,494,554</b>	<b>3,529,323</b>	<b>34,769</b>

## Agenda Item 9

### Resources Board

21 September 2021

#### Report of the Corporate Director - Resources

#### General Fund Budgetary Control Report 2021/22 Period Ended 31 July 2021

## 1 Summary

- 1.1 The report covers revenue expenditure and income for the period from 1 April 2021 to 31 July 2021. The 2021/22 budget and the actual position for the period, compared with the estimate at that date, are given, together with an estimate of the out-turn position for services reporting to this Board.

### **Recommendation to Resources Board**

**That the report be noted and that the Board requests any further information it feels would assist it in monitoring the budgets under the Board's control.**

## 2 Introduction

- 2.1 Resources Board is responsible for monitoring the Council's overall financial position on the General Fund, and this report gives details of the position at 31 July 2021.
- 2.2 The Board is also directly responsible for several internal and frontline services. Accounting rules require frontline services to show the total cost of providing the service, which includes support costs such as finance and IT services, as well as costs and income directly incurred.
- 2.3 Internal service costs are therefore recharged to all the services they support, both those that remain within Resources Board and those which are the responsibility of other Boards. This report provides some detail on both the frontline services relating to this Board and the internal service costs that are recharged, on 31 July 2021.
- 2.4 Where possible, the year-to-date budget figures have been calculated with some allowance for seasonal variations, to give a better comparison with actual figures.

### **3 Services Remaining Within Resources Board**

3.1 The total expenditure for those services that remain within Resources as of 31 July 2021 is £1,080,729 compared with a profiled budgetary position of £918,764; giving an overspend of £161,965 for the period. Appendix A to this report provides details of the profiled and actual position for each service reporting to this Board, together with the variance for the period.

#### **3.2 Democratic Process**

3.2.1 The current underspend is mainly due to lower spend on mayoral activity, transport, and telephone costs, as normal activity has been affected by the pandemic.

#### **3.3 Registration of Electors**

3.3.1 There has been lower spending on printing, postage, and telephone registration due to delays in electoral registration activities. This is expected to catch up in the coming months.

#### **3.4 Council Tax Collection**

3.4.1 The current overspend is mainly due to lower than profiled income from the recovery of legal costs. This is because debt recovery action was put on hold by the Authority due to Covid-19 and therefore summons or liability orders have not been issued. Recovery action has commenced, but the Council will work with customers where they are struggling with current payments due to Covid-19.

#### **3.5 Innage Park Industrial Estate**

3.5.1 Income is below budget as 2 units are vacant against a budget for full occupancy.

#### **3.6 Rent Allowances, and Rent Rebates and Administration**

3.6.1 The current overspend on Rent Allowances and Rent Rebates relates to lower income from the recovery of housing benefit overpayments. Debt recovery action was put on hold by the Authority due to Covid-19 and therefore liability orders or attachment of benefit orders were not issued. Normal working has now resumed. The benefits team have also been dealing with fluctuations in Council Tax Support claims and change in circumstances forms due to Covid-19. This has been partially offset by an under spend in Housing Rent Allowances and Rebates due to a reduction in the net cost of benefits paid out.

#### **3.7 Borough Care**

3.7.1 Continuing to operate Borough Care between April and June was not included within the budget, so is an additional in year cost.

#### 4 Services Recharged to Other Directorates and Services

4.1 Net expenditure for those services that are recharged to other Directorates and Services, as at 31 July 2021, is (£166,660) compared with a profiled budgetary position of (£990) giving an underspend of £165,669 for the period. However, the Council's budget requirement for 2021/22 assumed that there would be a salary vacancy saving in the year of £210,000 and this was included as a central amount. The assumed pay award of 2% has also been included to allow a better comparison. When the appropriate proportion of this is considered there is an underspend of £51,990.

... 4.2 Appendix B shows each service profiled and actual positions for the period, together with the variance. The central vacancy factor has been added into the budget columns shown in Appendix B to enable easier comparison with the actual position.

4.3 The underspend on Council Offices is due to lower utility costs, supplies and services and employee costs due to vacancies.

4.4 The underspend on Printing and Stationery relates to lower usage of stationery and lower photocopier usage charges.

#### 4.5 Directorate Budgets

4.5.1 Current vacancy levels within the Directorates are slightly below the profile budget after allowing for the use of agency staff to cover some key duties, any recruitment costs resulting from these vacancies and excluding vacancies that relate to the Housing Revenue Account.

4.5.2 The areas with vacancies are Democratic Services, Environmental Health, Central Services, Landscape Management, Community Development, Financial Services, Customer Contact and Procurement. This level of vacancies will not continue, following the successful recruitment to some posts. The table below relates to the General Fund only.

	£
Current agency staff variance	145,593
Current salaries underspend	(241,223)
Assumed pay award at 2%	43,679
<b>Sub Total</b>	<b>(51,951)</b>
Less Central vacancy factor	70,000
<b>TOTAL</b>	<b>18,049</b>

4.5.3 In addition to the salary variations identified above there are underspends on officer travel expenses due to the reduction in travel undertaken due to Covid-19 and some additional income.

## 5 Performance Indicators

- ...
- 5.1 In addition to the financial information provided to this Board, when the budgets were set in February, performance indicators were included as a means of putting the financial position into context. These are shown at Appendix C.
  - 5.2 The majority of the Performance Indicators are comparable with the profiled position.
  - 5.3 The main reason for the variance in the performance figures for council tax collection is due to lower recovery of legal costs.
  - 5.4 The main reason for the variance in the performance figures for rent allowances is due to lower recovery of housing rent allowance overpayments. In addition, there has been a lower number of claimants', therefore resulting in a higher net administration cost per claimant.
  - 5.5 The main reason for the variance in the performance figures for rent rebates is due to lower recovery of housing rent rebate overpayments. In addition, there has been a lower number of claimants', therefore resulting in a higher net administration cost per claimant.

## 6 Overall General Fund Position

- ...
- 6.1 Appendix D provides an analysis of Board expenditure and the overall position for the General Fund for this report.
  - 6.2 The actual level of Board expenditure for the period to 31 July 2021 is £2,200,709 compared with a profiled budgetary position of £2,275,154 an underspend of £74,446.
  - 6.3 Within the Executive Board expenditure is currently less than expected. Approval of the Local Plan has taken longer than expected and this has delayed the future work programme.
  - 6.4 The Planning and Development Board is broadly in line with the budget.
  - 6.5 Within the Community and Environment Board, there has been a higher take up of the green waste collection service than expected, together with additional trade refuse and clinical waste income. This has been partially offset by less income across the Leisure Centres, due to the slower reopening of the centres as a result of Covid-19 restrictions.
  - 6.6 Resources Board variances are as detailed earlier in this report.
  - 6.7 As well as expenditure directly attributable to services, and included in the Board totals, there are several other amounts that need to be considered that provide the total net expenditure for the General Fund. This includes investment income, external interest payments and adjustments to reverse capital charges included within Board expenditure, from out of Council expenditure. Investment income is currently less than expected, due to the low rates currently available.

6.8 Taking these amounts into account, net expenditure for the Council to the end of July 2021 totals £1,931,157 compared with a profiled position of £1,994,104. This increases the general underspend for the period to £62,947.

## 7 Risks to Services

7.1 In setting the budget in January 2021, a number of key risks to the overall budgetary position of the Council were highlighted and these are shown below:

- A pay award of 2% has been assumed in preparing the budgets. Any settlement above or below this would affect the financial position of the Authority. A ½% variation would equate to £56,980.
- A vacancy factor has been included within the overall estimates. Should vacancies be less than expected, additional costs will be borne by the Authority.
- There are potential additional costs for the Council in carrying out its planning function. If the Council loses a planning appeal, an award of costs can be made against the Council (the appellants costs for the appeal). If the Council consistently loses appeals it will become a designated authority, which means that prospective applicants can submit their applications directly to the planning directorate. This would mean the Council would lose the accompanying planning fee. In addition, any downturn in planning applications would impact on the fee income received.
- Council expenditure on housing benefit is significant, although the majority is recouped through grant. Any reduction in performance can lead to a loss of grant and/or increase in the non-recovery of overpayments. The transfer of housing benefit into the universal credit administered nationally will impact on council resources.
- A downturn in the current economic situation could have an impact on the industrial rent income that the Council can obtain. In addition, the NDR on vacant commercial properties will impact directly on the Council's costs.
- Legislation, as well as the economic situation, could also impact on other Council services such as Homelessness, with increased demand leading to additional expenditure.
- The Council is promoting recycling activities across the Borough. Reductions in income for recycling materials could add to the existing costs of the service.
- Limited budgetary provision is available for one off spending on areas such as public enquiries on planning, un-adopted roads, and contaminated land issues.

- Deterioration of the Council's assets could require costly remedial action and could also impact on the ability of some services to generate income. Income generation could also be affected more widely by the current economic position.

## 8 Estimated Out-turn for the General Fund

8.1 The anticipated out-turn for the General Fund is detailed in the table below: -

Board		£
	<b>Approved Budget 2021/22</b>	<b>8,145,890</b>
Resources	Reduced legal cost income - CT	42,500
Resources	Reduced recovery of housing benefit overpayments	138,000
Resources	Borough Care – Additional 3 months of service delivery	88,270
C&E	Greater take up of the green waste service	(152,000)
	Loss of Investment Income	10,000
	Reduced financing charges	(151,480)
	<b>Expected Out-turn 2021/22</b>	<b>8,121,180</b>

## 9 Report Implications

### 9.1 Finance and Value for Money Implications

9.1.1 The Council's original budgeted contribution from General Fund balances for the 2021/22 financial year was £569,200. This is expected to decrease by £24,710 as shown above in section 8.1.

9.1.2 Income and expenditure will continue to be closely managed and any further issues that arise will be reported to this Board at future meetings.

### 9.2 Environment and Sustainability Implications

9.2.1 The Council must ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nigel Lane (719371).

## Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
Executive Board – Agenda item 10	Corporate Director - Resources	General Fund Revenue Estimates and Setting the Council 2021-22	15 <sup>th</sup> Feb 2021

**SERVICE REMAINING WITHIN RESOURCES BOARD**  
**Budgetary Control Report 2021/22 as at 31 July 2021**

Description	Approved Budget 2021/22	Profiled Budget to July 2021	Actuals to end July 2021	Variance to Date	Comments
Cost of Democratic Process	493,450	163,944	152,016	(11,928)	Comment 3.2
Election Expenses	23,350	11,457	11,716	259	
Registration of Electors	70,640	28,826	17,574	(11,252)	Comment 3.3
Business Rates	103,340	79,187	78,673	(514)	
Council Tax Collection	337,540	127,020	166,080	39,059	Comment 3.4
Miscellaneous Finance	550	183	1,128	945	
Compensation and Pension Increases	273,250	33,878	32,990	(888)	
Assisted Car Purchases	120	157	157	-	
Electricity at Work	24,590	11,597	7,705	(3,891)	
Finance Unused Land and Assets	1,090	337	1,925	1,588	
Corporate and Democratic Core	645,470	253,449	254,947	1,498	
Unallocated Central Support Services	125,440	11,813	12,285	472	
Coleshill Shops and Flats	(64,350)	(18,567)	(18,709)	(141)	
The Pavilions, Holly Lane	(82,310)	(29,497)	(29,482)	15	
Carlyon Road Industrial Estate	(126,950)	(53,251)	(53,783)	(532)	
Innage Park Industrial Estate	(55,250)	(69,403)	(62,418)	6,985	Comment 3.5
Polesworth Workspace Units	(1,860)	(885)	327	1,212	
Maya Bar and Restaurant	(13,000)	(4,580)	(4,480)	100	
Homeless Persons	118,410	40,530	44,404	3,874	
Meadow House Young People Support	-	7,291	7,149	(142)	
Homeless Project Watling Street Dordon	-	7,495	7,761	266	
Public Conveniences	56,890	12,407	8,145	(4,261)	
Customer Contact (Service Budget)	123,840	41,310	41,137	(173)	
Rent Allowances and Administration	120,600	24,507	63,428	38,921	Comment 3.6
Housing Rent Rebates and Administration	153,140	38,887	49,735	10,848	Comment 3.6
Council Tax Support	250,310	42,767	42,683	(84)	
Car Parks	107,610	35,077	36,528	1,452	
Private Sector Housing Assistance	59,690	14,558	14,564	6	
CCTV	148,640	48,013	42,808	(5,205)	
Borough Care	131,430	60,257	153,734	93,477	Comment 3.7
<b>TOTALS</b>	<b>3,025,670</b>	<b>918,764</b>	<b>1,080,729</b>	<b>161,965</b>	

**RECHARGED SERVICES**  
**Budgetary Control Report 2021/22 as at 31 July 2021**

Description	Approved Budget 2021/22	Profiled Budget to July 2021	Actuals to end July 2021	Variance to Date	Comments
Building Maintenance Fund	-	-	-	-	
Central Telephones	-	6,733	7,001	268	
Council Offices	60	(51,807)	(61,141)	(9,334)	Comment 4.3
Depot and Stores	10	(1,794)	(2,923)	(1,129)	
Recruitment	-	2,453	(247)	(2,700)	
Training	(9,350)	(314)	(583)	(269)	
Printing and Stationery	110	129	(10,265)	(10,394)	Comment 4.4
Chief Executive	70	(183)	(1,781)	(1,598)	
Corporate Director - Community Services	(129,990)	(53,551)	(49,169)	4,382	
Corporate Director - Environment	2,250	926	(17,347)	(18,272)	
Corporate Director - Resources	2,310	(24,276)	(82,235)	(57,959)	
Director of Corporate Services	(135,460)	130,031	139,726	9,695	
Director of Housing	(117,440)	(23,254)	(36,642)	(13,388)	
Director of Streetscape	890	(243)	(25,149)	(24,905)	
Director of Leisure & Community Development	590	(72)	(40,139)	(40,067)	
Transport	70	14,233	14,233	(0)	
<b>TOTALS</b>	<b>(385,880)</b>	<b>(990)</b>	<b>(166,660)</b>	<b>(165,669)</b>	
Central Vacancy Factor	(210,000)	(70,000)	-	70,000	
Assumed pay award @ 2%	-	-	43,679	43,679	
<b>TOTALS</b>	<b>(595,880)</b>	<b>(70,990)</b>	<b>(122,981)</b>	<b>(51,990)</b>	

## Performance Indicators (PIs) for budgets reporting to the Resources Board

	Budgeted performance	Profiled Budgeted performance	Actual performance to Date
<b>Registration of Electors</b>			
Cost per registered elector	£1.41	£0.58	£0.35
<b>Business Rates</b>			
Business Rate Collection Rate	99.00%	40.00%	31.96%
Cost per NDR Property	£42.67	£42.67	£42.67
<b>Council Tax Collection</b>			
Council Tax Collection Rate	98.00%	40.00%	37.45%
Cost per Household	£11.68	£11.68	£11.68
<b>Coleshill Shops and Flats</b>			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Shop	(£8,779)	(£2,926)	(£2,946)
<b>The Pavilions</b>			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit	(£10,943)	(£3,905)	(£3,903)
<b>Carlyon Road Industrial Estate</b>			
Occupancy Rate	100.00%	100.00%	100.00%
Annual Income per Unit/Plot	(£9,609)	(£3,571)	(£3,532)
<b>Innage Park Industrial Estate</b>			
Occupancy Rate	97.56%	97.56%	95.12%
Annual Income per Unit	(£6,131)	(£2,396)	(£2,268)
<b>Polesworth Workspaces</b>			
Occupancy Rate	75.00%	75.00%	62.50%
Annual Income per Unit	(£1,567)	(£627)	(£548)
<b>Rent Allowances</b>			
Number of Claimants	1,150	1,150	1,016
Rent Allowances per Claimant	£4,454	£4,454	£5,042
Cost of Administration per Claimant	£104.87	£104.87	£118.70
<b>Rent Rebates</b>			
Number of Claimants	1,100	1,100	932
Rent Rebates per Claimant	£4,320	£4,320	£5,098
Cost of Administration per Claimant	£139.22	£139.22	£164.31
<b>Council Tax Support</b>			
Number of Claimants	4,150	4,150	4,096
Net Cost of Administration per Claimant	£60.32	£60.32	£61.11

**CONSOLIDATED GENERAL FUND POSITION**  
**Budgetary Control Report 2021/22 as at 31 July 2021**

<b>Board</b>	<b>Approved Budget 2021/22</b>	<b>Expected position at July 2021</b>	<b>Actual position at July 2021</b>	<b>Variance</b>
Executive	749,550	251,732	201,226	(50,506)
Planning and Development	284,700	89,681	88,568	(1,114)
Licensing Committee	41,970	14,070	23,244	9,174
Community and Environment Resources (including staff vacancies)	6,219,790	1,558,763	1,416,789	(141,975)
Covid-19 Lower Tier Grant	2,429,790	847,774	957,748	109,974
Covid-19 Grants	(81,840)	(27,286)	(27,286)	-
Use of Earmarked Reserves	(359,580)	(359,580)	(359,579)	1
Payments to Parish Councils	(300,000)	(100,000)	(100,000)	-
Other Contingencies	4,660	-	-	-
<b>Net Board Expenditure</b>	<b>8,989,040</b>	<b>2,275,154</b>	<b>2,200,709</b>	<b>(74,446)</b>
Investment Income	(70,000)	(23,333)	(11,835)	11,498
Use of Balances	-	-	-	-
Financing Adjustment	(773,150)	(257,717)	(257,717)	-
<b>Net Expenditure</b>	<b>8,145,890</b>	<b>1,994,104</b>	<b>1,931,157</b>	<b>(62,947)</b>

<b>Net Expenditure Per Budget Book</b>	<b>8,147,790</b>
Add Supplementary Approved	
Virement of Recruitment to HRA	-
Virement of Corporate Training to HRA	<b>(1,900)</b>
<b>Net Board Expenditure in Report</b>	<b>8,145,890</b>

## Agenda Item No 10

### Resources Board

21 September 2021

Report of the  
Corporate Director - Resources

Housing Revenue Account  
Budgetary Control Report 2021/2022  
Period Ended 31 July 2021

#### 1 Summary

- 1.1 The report covers total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2021.

#### Recommendation to the Board

To consider if any further information is required.

#### 2 Introduction

- 2.1 Under the Service Reporting Code of Practice (SeRCOP), services should be charged with the total cost of providing the service, which not only includes costs and income directly incurred, but also support costs relating to such areas as finance, office accommodation, telephone costs and IT services and Member costs.

#### 3 Overall Position

- 3.1 The Housing Revenue Account (HRA) includes all costs and income relating to the letting and management of the Council's housing stock. This has to be kept separate from General Fund expenditure. The actual position for the HRA for the period ended 31 July 2021 is a deficit of £823,819, compared with a forecast deficit position for the period of £807,643. Where possible, the forecast position has been profiled to reflect seasonal variations in expenditure and income, in order to give a better comparison with actual figures. The actual position is an unfavourable variance of £16,176 against the forecast position. Appendix A to this report provides details of the profiled and actual position for expenditure and income incurred by the HRA.

...

- 3.2 The contribution to the Repairs Fund is transferred from the Revenue Account on a monthly basis as profiled. The actual spend on repairs is shown within the Repairs Fund. Similarly, budget provision within the Revenue Account for capital expenditure is transferred to capital reserves, which are then utilised to fund HRA capital expenditure included in the capital programme.

- 3.3 The underspend within Supervision and Management General relates to recruitment and equipment costs.
- 3.4 The underspend within Supervision and Management Special Services is due to lower expenditure on utilities to date, as a result of changing suppliers and changing light fittings to LED's in communal areas in Flats and Community Centres. There are also underspends on supplies budgets due to the Coronavirus Pandemic and timing changes, although some of the spend may occur later in the year.
- 3.5 Rental income is currently lower than expected as the new build properties at Hatters Close in Warton, expected to be signed over to the Council in February/March 2021 have only just taken place (16 properties in July and 4 Properties expected in August). This is in addition to income lost from a higher level of voids, 1.83% against a budgeted level of 1%, an increase in the time duration the properties are empty due to the level of repairs required to bring the properties back to accepted letting conditions.
- 3.6 Garage rental income is currently lower than expected, partially relating to the condition of some garages.

#### 4 **Housing Repairs Fund**

- 4.1 The Housing Repairs Fund covers expenditure on all repairs and maintenance, both day to day and programmed, whether carried out by Housing Direct Works or external contractors. This includes any surplus or deficit on the operation of Housing Direct Works.
- 4.2 The balance on the Fund estimated at the start of the year amounted to £1,238,262. The balance can be used to cover timing issues between years. In 2021/22 the contribution to the fund is £3,360,630. Any over-spend in the repairs fund would impact on the use of Housing Revenue Account balances if it exceeded the balance on the fund and the contribution in the year.

- ... 4.3 The position on the fund at the end of July is shown in Appendix B.

#### 5 **Housing Direct Works**

- 5.1 There is an under spend on employee costs reflecting the current level of permanent employee vacancies against the agreed budget. Recruitment to some vacancies has stalled because of the difference in hourly rates in the private sector and strong demand for tradesmen. A number of vacancies have been temporarily filled with agency employees. There has been an increase in supplies and services due to a higher use and cost of materials. In addition, less work has been undertaken on capital schemes and for the General Fund reflected in the lower level of income. This has been partially offset by a decrease in transport fuel and maintenance costs.

- ... 5.2 Appendix C to this report provides the profiled and actual expenditure of Housing Direct Works in more detail.

## 6 Risks to the Budget

- 6.1 The key risks to the budgetary position of the Housing Revenue Account identified were identified when setting the budget in February 2021/22. The Coronavirus Pandemic has increased the risk to the Housing Revenue Account, exacerbating a number of the risks already identified.

The key risks identified at the time of setting the budget were:

- The potential ongoing impact of sustaining rent income levels with the changes from Universal Credit and the impact of the pandemic. Whilst rent collection in 2020/21 was good, the ongoing collection of rent remains challenging;
- The requirement on the Council to meet statutory housing needs and support tenants to sustain their tenancies as well as manage them in moving on as secure tenancies are replaced with flexible ones;
- A change in interest rates, if funds need to be borrowed;
- A reduction in the rent levels assumed in the Business Plan, as this could impact significantly on the expected surpluses. More attractive Right to Buy conditions could encourage higher sales;
- The requirements of an ageing stock and the need to meet the Decent Homes Standard are likely to continue to increase the demand for capital works. Work to keep the Council's assets in good condition will be prioritised and accommodated within existing budgets;
- Any reduction in the performance of Housing Direct Works will put pressure on the Council to use external contractors and therefore will impact on the level of expenditure. The pressure on budgets includes the increase in costs for some materials and for recruitment;
- Asbestos removal is an ongoing cost pressure over the next few years until the full picture of the level of asbestos contained in council houses and the cost of removal is assessed;
- The impact of the Social Housing White Paper, which sets out the Government's intention to change and strengthen the regulatory framework in conjunction with enhancing the roles of the Regulator and Housing Ombudsman alongside the Building Safety Regulator. It also urges Councils to build more homes and specifically refers to Government's action to remove the borrowing cap for this purpose.

## 7 Estimated Out-turn

- 7.1 The anticipated out-turn for the Housing Revenue Account for 2021/22 is a deficit of £3,087,140 as agreed at Resources Board on 25 January 2021.

7.2 The estimated out-turn for the Repairs Fund remains the same as that included in the original budget.

## **8 Report Implications**

### **8.1 Finance and Value for Money Implications**

8.1.1 The Council is currently forecasting a contribution from the Housing Revenue Fund balance for the 2021/22 financial year of £3,087,140.

8.1.2 Income and expenditure will continue to be closely managed and any issues that arise will be reported to this committee for comment.

### **8.2 Environment and Sustainability Implications**

8.2.1 The Council has to ensure that it adopts and implements robust and comprehensive budgetary monitoring and control, to ensure not only the availability of services within the current financial year, but in future years.

The Contact Officer for this report is Nigel Lane (719371).

**HOUSING REVENUE ACCOUNT**

	<b>Amended Budget 2021/2022</b>	<b>Expected Spend to September 2020/2021</b>	<b>Actual Spend to September 2020/2021</b>	<b>Variance</b>	<b>Comments</b>
<b>EXPENDITURE</b>					
Repairs and Maintenance	3,360,630	1,129,375	1,129,375	-	Comment 3.2
Supervision and Management - General	1,632,480	563,367	560,604	(2,763)	Comment 3.3
Supervision and Management - Special Services	440,190	138,304	129,188	(9,116)	Comment 3.4
Provision for Bad Debts	233,270	77,757	77,757	-	
Interest on Loans	1,459,610	486,537	486,537	-	
Revenue Set Aside (debt Repayment)	2,250,000	750,000	750,000	-	
Capital Expenditure - New Build	1,255,070	418,357	418,357	-	Comment 3.2
Capital Expenditure	4,631,910	1,543,970	1,543,970	-	Comment 3.2
<b>Total Expenditure</b>	<b>15,263,160</b>	<b>5,107,666</b>	<b>5,095,787</b>	<b>(11,879)</b>	
<b>INCOME</b>					
Gross Rent Income from Dwellings	(11,663,700)	(4,130,894)	(4,106,605)	24,289	Comment 3.5
Gross Rent Income from Non-Dwellings	(391,530)	(140,753)	(138,234)	2,519	Comment 3.6
Charges for Services and Facilities	(108,550)	(24,296)	(25,089)	(793)	
<b>Total Income</b>	<b>(12,163,780)</b>	<b>(4,295,943)</b>	<b>(4,269,928)</b>	<b>26,015</b>	
<b>NET COST OF SERVICES</b>	<b>3,099,380</b>	<b>811,723</b>	<b>825,859</b>	<b>14,136</b>	
Investment Income- Other	(12,240)	(4,080)	(2,040)	2,040	
<b>TOTAL (SURPLUS)/DEFICIT FOR THE YEAR</b>	<b>3,087,140</b>	<b>807,643</b>	<b>823,819</b>	<b>16,176</b>	

## Appendix B

### HOUSING REPAIRS FUND (to end of July 2021)

	£
<b>Balance available at 1 April 2021 (Estimate)</b>	<b>1,238,262</b>
Contribution 2021/22 (to July 2021)	1,129,375
Expected Use of Fund (to July 2021)	(1,178,484)
<b>Surplus on the Fund at 31 July 2021</b>	<b>1,189,153</b>

**HOUSING DIRECT WORKS****Budgetary Control Report as at 31 July 2021**

	<b>Original Budget 2021/2022</b>	<b>Expected Spend 2021/2022</b>	<b>Actual Spend 2021/2022</b>	<b>Variance</b>
<b>EXPENDITURE</b>				
Employee Costs	880,960	293,060	252,063	(40,997)
Supplies and Services	402,900	133,523	157,667	24,144
Transport	96,110	27,113	19,518	(7,595)
Income	(20,870)	(6,957)	(2,398)	4,559
<b>Gross controllable Expenditure</b>	<b>1,359,100</b>	<b>446,739</b>	<b>426,850</b>	<b>(19,889)</b>
Central Support	244,500	81,500	81,500	-
<b>Housing Direct Works Expenditure</b>	<b>1,603,600</b>	<b>528,239</b>	<b>508,350</b>	<b>(19,889)</b>