Dear Sir/Madam,

The Cabinet Member for Housing and Communities (Councillor J.A. Jackson) is to consider the following reports and make a decision on Tuesday, 30th September, 2014 at 6.00 p.m. in Interview Room D, Town Hall, Nuneaton.

Yours faithfully,

ALAN FRANKS

Managing Director

A G E N D A

PART 1

PUBLIC BUSINESS

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Yorkshire Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.
Please also make sure all your mobile phones are turned off or set to silent.

2. **PUBLIC CONSULTATION** - Members of the public will be given the opportunity to speak on specific agenda items if notice has been received.

3. **DECLARATIONS OF INTEREST** - To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members’ Code of Conduct.

   **Note:** Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

   Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

   Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

   **Note:** Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

   Where a Member has a Deemed Disclosable Interest, the Council’s Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

4. **LOCAL LETTINGS PLAN FOR EXTRA CARE HOUSING** - Report of the Director – Housing and Communities attached. (Page 2)
**Report Summary Sheet**

<table>
<thead>
<tr>
<th>Date:</th>
<th>30th September 2014</th>
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</thead>
<tbody>
<tr>
<td><strong>Subject:</strong></td>
<td>Local Letting Plan for Extra Care Housing</td>
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<tr>
<td><strong>Portfolio:</strong></td>
<td>Housing (Councillor Julie Jackson)</td>
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<tr>
<td><strong>From:</strong></td>
<td>Director- Housing and Communities (Dawn Dawson)</td>
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**Summary:**
To seek approval of a Local Letting Plan for the Allocation of Extra Care housing

**Recommendations:**
That approval be given to the Local Letting Plan for Extra Care Housing be approved addended to the Council’s Allocation Policy

**Options:**
1. Approve the Letting Plan for adoption with immediate effect
2. Refuse the Letting Plan and refer to the Council’s Allocation Policy for all allocations, being mindful that this would mean that no aged 55 years of age and over singles or couples would be able to express their interest in the Extra Care Housing units
**Reasons:** To enable the appropriate allocation of Extra Care housing units in the borough.

**Subject to call-in:** No

**Ward relevance:** Bede

**Forward plan:** No

**Corporate Priorities:** Aim1 Priority 1

**Relevant statutes or policy:** Localism Act 2011
Housing Act

**Equalities Implications:**
This Local letting Plan will move away from the Council’s Allocation Policy in relation to the allocation of 2 bedroom units, in order to facilitate the appropriate occupation of the Extra Care Scheme without reference to the Welfare Reform implications of housing single people or couples in this sized accommodation. This cannot apply to general purpose or supported accommodation due the type of facility being provided

**Human resources implications:** None

**Financial implications:** None
<table>
<thead>
<tr>
<th><strong>Health Inequalities Implications:</strong></th>
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<tbody>
<tr>
<td>The Local Letting Plan will support the provision of a choice of housing currently unavailable in the borough and the allocation of its units will assist singles and couples over 55 years of age to access 2 bed accommodation that they otherwise would be unable to do so for other types of social housing provision.</td>
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<table>
<thead>
<tr>
<th><strong>Section 17 Crime &amp; Disorder Implications:</strong></th>
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<tbody>
<tr>
<td>None</td>
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<th><strong>Risk management implications:</strong></th>
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<tbody>
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<td>None</td>
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<th><strong>Environmental implications:</strong></th>
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<tbody>
<tr>
<td>None</td>
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<tr>
<th><strong>Legal implications:</strong></th>
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<tr>
<td>The Local Letting Plan is required in order to meet the requirements of the S.106 Planning Permission for the development of Extra Care Housing Provision</td>
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<tr>
<th><strong>Contact details:</strong></th>
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<tbody>
<tr>
<td>Jane Grant- Strategic Housing &amp; Communities Manager 024 7637 6483</td>
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</table>
1. **Purpose of Report**
   
   1.1 To present and seek approval for a Local Letting Plan, attached in Appendix A, specifically for Extra Care Housing.

2. **Recommendation**

   2.1 That the Local Letting Plan be approved and adopted as an appendix to the Council’s Allocation Policy with immediate effect.

3. **Background**

   3.1 The County Council has embarked on a commitment to reduce the provision of residential care homes and instead focus on the provision of Extra Care Housing (ECH) as an alternative option for older people with a care of housing related support need, in order to enable people to live independently for longer.

   3.2 Extra Care Housing is accommodation built to suit people with long-term health conditions and or disabilities. It gives people the opportunity to live independently in a home of their own, but with other services on hand if they need them. It is an alternative to residential care.

   3.3 Nuneaton and Bedworth sees the delivery of its first Extra Care scheme, commissioned by the County Council, from December 2014 and through to April 2015 on the site of the former St. Margarets School in Bedworth.

   3.4 In order to appropriately allocate this accommodation, there is a need to Append a Local Letting Plan to the Council’s Allocation Policy, specifically for this type of housing unit.
3.5 Extra Care Housing is provided entirely in the form of 2 bed roomed bungalows and apartments. The Council’s Allocation Policy does not permit singles or couples, aged 55 and over, from expressing an interest in these sized units, this is because of the implications and the welfare reform act 2013, in that the bedroom subsidy meant that those with a one bed need would have to pay for any extra bedrooms above their need. Consequently the Local letting Plan is required in order to by-pass this policy.

4. Conclusion

4.1 The adoption of a bespoke Local Letting Plan will allow the Council to facilitate access to the most appropriate type of accommodation and support, for some of our most vulnerable residents

Dawn Dawson
Director- Housing and Communities
Appendix A

Local Letting Plan- Extra Care Housing

Introduction

This Plan has been put together by Nuneaton and Bedworth Borough Council, in consultation with Warwickshire County Council and Housing 21 to confirm the qualification criteria, and process for the Allocation of Extra Care Housing units in the Borough.

Principles of the Local Lettings Plan

The purpose of this plan is to confirm the process for the allocation of a unique type of housing facility: Extra Care Housing, which requires a different set of criteria to that included in the Council’s Allocation Policy 2013. Applicants will not be able to use the Council’s Choice Based Lettings System to secure this specialised accommodation, and instead will follow a different process as detailed below to express their interest in ‘Extra Care’ units.

Background

Warwickshire County Council’s (WCC) vision for Extra Care Housing (ECH) is to provide safe, secure, well designed and attractive self-contained accommodation for older people aged 55+ who require varying levels of care and support designed to enable them to live independently in a home environment.

The overall objective in developing ECH in Warwickshire is to modernise housing with care and support services by offering people a very real alternative to traditional residential care homes as well as responding to demographic changes, like an ageing population and growing rise in dementia.

There are already ECH schemes in other districts and boroughs in the County and the first of its kind to be developed in Nuneaton and Bedworth has started on site in Bedworth.

Eligibility Criteria

A Local Letting Plan is required because ECH accommodation is dependant on an assessment by WCC’s Adult Social Care team, and also due to the fact that the units are all 2 bedroom, and our NBBC Allocation Policy would not permit singles or couples to express an interest on 2 beds. Clearly we need to enable single older people aged 55+ and couples aged 55+ to be able to access this unique housing facility.

Applicants for this facility will need to:
+ be aged 55 or over
+ have a housing-related support and/or social care need
+ have a local connection to Bedworth and Nuneaton area.
The application process will involve the completion of a simple pro-forma, rather than the on-line HomeHunt application. This can be made available either via on-line, via e-mail or a paper copy can be posted out.

Once received, assessments will be made which will include WCC Social Care team to establish that a Care/Support need is required, and in addition confirmation of local connection to the Borough. Age and 'housing need' will be confirmed in conjunction with the NBBC Choice Based Lettings team and Housing 21. A panel including all three organisations will allocate units, based on 'need' and according to availability of units. Initially of course there will be 85 units to allocate and thereafter, as and when vacancies arise, this same process will continue.

Equality and Fairness

This Local Letting Plan has no adverse implications for the Council’s Policy on Equality and Diversity.

Monitoring

It is intended that NBBC- Housing Options Manager will be part of the allocation panel that will administer and monitor the appropriate allocation of Extra Care Housing accommodation in the Borough. This will ensure close scrutiny of the initial and on-going allocation of Extra Care Housing units in accordance with the Council’s nomination agreement through the Planning Permission and S.106 requirements for the development of schemes.

Consultation

Director- Housing & Communities, Portfolio Holder- Housing
WCC- Adult Social Care, Housing 21 Delivery partner, and
HH & C OSP