

Housing Committee

Date: **15 March 2023**

Time: **4.00pm**

Venue **COUNCIL CHAMBER, HOVE TOWN HALL**

Members: **Councillors:** Gibson (Joint Chair), Hugh-Jones (Joint Chair), Williams (Opposition Spokesperson), Fowler, Meadows, McIntosh, Osborne, Phillips, Powell and Sankey

Contact: **Shaun Hughes**
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AGENDA

63 PROCEDURAL BUSINESS

(a) Declaration of Substitutes: Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) Declarations of Interest:

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(c) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part Two of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

64 MINUTES OF THE PREVIOUS MEETING

7 - 18

To consider the minutes of the meeting held on 18 January 2023.

Contact Officer: Shaun Hughes

65 CHAIRS COMMUNICATIONS

66 CALL OVER

- (a) All agenda items will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

67 PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 9 March 2023;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 9 March 2023.

68 ITEMS REFERRED FROM COUNCIL

To consider the following items referred from the last Council meeting.

- (1) Petition
- (2) Deputation
- (3) Notice of Motion

69 ISSUES RAISED BY MEMBERS

19 - 22

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Written Questions:** to consider any written questions;
- (c) **Letters:** to consider any letters;
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.

70 PRIVATE SECTOR HOUSING: DISCRETIONARY LICENSING EVIDENCE

23 - 98

Contact Officer: Diane Hughes
Ward Affected: All Wards

Tel: 01273 293159

71 HOUSING REPAIRS AND MAINTENANCE – PROCUREMENT OF MATERIALS SUPPLY CHAIN

99 - 106

Contact Officer: Laura Turner
Ward Affected: All Wards

Tel: 01273 293997

- 72 HOUSING MANAGEMENT AREA PANEL REVIEW 107 - 130**
- Contact Officer: Sam Warren Tel: 01273 296821
Ward Affected: All Wards
- 73 HOMES FOR BRIGHTON & HOVE – EXTERNAL COMMUNAL AREA MANAGEMENT AT COLDEAN LANE, BRIGHTON. 131 - 134**
- Contact Officer: Diane Hughes Tel: 01273 293159
Ward Affected: Hollingdean & Stanmer
- 74 DEVELOP A POLICY TO INCENTIVES HOUSEHOLDS TO RELINQUISH COUNCIL TENANCIES AS AN ALTERNATIVE TO RIGHT TO BUY 135 - 138**
- Contact Officer: Justine Harris Tel: 01273 293772
- 75 HOUSING COMMITTEE WORKPLAN PROGRESS UPDATE AND HOUSING PERFORMANCE REPORT QUARTER 3 2022/23 139 - 168**
- Contact Officer: Diane Hughes Tel: 01273 293159
Ward Affected: All Wards

76 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 30 March 2023 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, any Group may specify one further item to be included by notifying the Chief Executive no later than 10am on the eighth working day before the Council meeting at which the report is to be made, or if the Committee meeting take place after this deadline, immediately at the conclusion of the Committee meeting.

PART TWO

77 PART TWO PROCEEDINGS

To consider whether the items listed in Part Two of the agenda and decisions thereon should remain exempt from disclosure to the press and public.

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FURTHER INFORMATION

For further details and general enquiries about this meeting contact Shaun Hughes (email shaun.hughes@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Brighton & Hove City Council

Housing Committee

4.00pm 18 January 2023

Hove Town Hall, Council Chamber

Minutes

Present: Councillor Gibson (Joint Chair), Hugh-Jones (Joint Chair), Williams (Opposition Spokesperson), Fowler, Meadows, Osborne, Phillips, Powell, Barnett and Grimshaw (Substitute)

Substitutes: Councillor Barnett for Councillor Mears and Councillor Grimshaw for Councillor McIntosh

Part One

49 PROCEDURAL BUSINESS

49.1

- a) **Declaration of Substitutes:** Councillor Barnett substituted for Councillor Mears; Councillor Grimshaw substituted for Councillor McIntosh
- b) **Declarations of Interest:** Councillor Powell stated they were working with Sussex Police with regard to item 58. Councillors Williams, Osborne and Grimshaw stated they were members of ACORN.
- c) **Exclusion of Press and Public:** There were no Part Two reports, therefore the press and public would not be requested to leave the meeting.

50 MINUTES OF THE PREVIOUS MEETING

50.1 The Minutes of the 16 November 2022 committee meeting were agreed.

51 CHAIRS COMMUNICATIONS

51.1 The Chair addressed the committee and stated the following:

These communications are lengthy, but listeners may be hugely relieved to hear that they will be my last ones since I am not standing for re-election in May (and barring unforeseen circumstances Sirioli is due to chair housing committee in March). In my last chairs communications as well as highlighting recent news in housing I will at times reflect on progress stretching back over the 8 years I have been on the housing committee. So please indulge me one last time!

In November I joined the rough sleeper team on the annual count. My strongest memory was when the staff called by name through a tent to a known rough sleeper at 1.30 am in East Brighton Park being told politely but firmly to “go away!”. Even though, at that time the 44 beds normally provided by No Second Night Out were unavailable, only 41 people were counted. This is only 3 more than the year before when No Second Night Out was open. Whilst 41 is far too many for a rich country like ours, but at least in Brighton and Hove numbers of rough sleepers have come down from an estimated high of 178 in November 2017 to 88 counted in November 2019 and now to 41 counted in November 2022. I hope that the trebling of Housing First provision for complex needs rough sleepers has contributed to this progress. A fuller update on the work of the Homeless Reduction Board will be provided to the next housing committee in March.

Finally, it is encouraging that this winter there will be an LGBTQ+ night shelter service coordinated by Switchboard up and running from next week. LGBTQ+ people are disproportionately made homeless, and it is hoped that this new shelter offer will provide a supportive setting for people in crisis and help ensure fewer LGBTQ+ residents slip through the net.

Another cause for improvement in the number of homeless households has been the Homeless Transformation Programme and greater emphasis on homeless prevention. By improving our efficiency of homeless prevention, it is possible we can counter the increase in households threatened with homelessness due, amongst to other things, to pressures such as soaring private rents and the cost-of-living crisis. I should like to acknowledge and thank staff for their initial success in this area. In November and December 66% homeless prevention cases were successful compared to a national, average of 56%. Also, numbers of homeless households in temporary and emergency accommodation have fallen from 2,111 in April 2021 to 1,784, a year and a half later (a fall of 16%). Importantly, households in emergency accommodation fell by 89, a fall of 15% in only 6 months of this financial year. A stakeholder workshop to help embed some of this progress is being arranged jointly with JustLife, to involve partner agencies. In the context of a cost of living crisis and looming recession these are great achievements.

Underpinning these achievements in part has been our record increase in the number of council homes. Some of these are reported today in the workplan progress update. I can provide a positive update on these figures given that our projected additional council homes, had, as of the end of November last year increased to 200. This is amazing work and thanks are due to the hard work of the staff on this. It means that we could achieve through our joint programme almost as many additional council homes in a single year (this year), as in the previous administration’s 4 years. This achievement includes the 42 new council homes at Victoria Rd Portslade which Siriol and I visited last week to see the show flat. These homes benefit from solar PV, ground source heat pumps, a green wall and a mini orchard and are an impressive demonstration of what the council can build. They also include the 49 new homes at truly affordable rents, that I visited today, also in Portslade and which the council will be buying this year from the joint venture with Hyde. Whether these homes are occupied by the end of this financial year or not will be a photo finish. But either way these two projects alone massively outstrip losses under the right to buy and provide a significant opportunity for housing people on the waiting list, needing a transfer and homeless.

We need to keep increasing our output of additional council homes to meet as much of the huge housing need, but also ensure our allocations work as efficiently as possible. The report on allocation on today’s agenda seeks to do this. Now that the worst impact of the pandemic is over it seeks to reduce the planned allocations to homeless households in the short term whilst a review of policy is undertaken.

Elsewhere on today’s agenda, there is an update on progress in private rented housing. Around a third of people in the city rent privately and it is important standards are improved, insecurity

reduced and controlled. Sadly, tenants have been failed by national governments over the last 35 years on rent control and on insecurity. However, locally we can have an impact on property conditions. We are committed to addressing this by introducing landlord licensing where the evidence exists. The interim findings of the study we commissioned which are reported today suggest that there is evidence to potentially justify schemes on the basis of poor property conditions and on levels of deprivation in some areas. There is also evidence which should enable an additional licensing scheme for HMOs. Whilst a bit more data analysis is still needed, this is good news for those wanting to progress licensing and there will be a member workshop with the consultants on 1st February when the final findings are ready to consider any licensing schemes that can be agreed to go to consultation at March's housing committee. Whilst this process has been slower than I'd have liked, having worked to compile robust evidence around licensing schemes options, we should avoid the failure to progress a licensing scheme when under challenge as experienced previously.

The other main recommendation of the PRS report is around reviewing enforcement policy. *We want to ensure we are taking every opportunity to improve the standards and management of the private rented stock. So, we will be reviewing the enforcement policy we inherited, taking into consideration best practice around the country and recent decisions made in the High Court.* A review aims to ensure that our enforcement approach maximises the achievement of improvements for tenants. This is a complex area. Part of this policy will be developing a zero-tolerance approach to rogue landlords (a rogue landlord being defined as a landlord who has broken the law). Before this review is complete, we are proposing to take pre-emptive action against landlords who we have reason to believe may attempt to break the law by serving improvement notices following inspection. The report also notes that we have increased the use of fixed penalty fines levied on the relatively small number of poor landlords. Action against landlords who don't improve their properties is up by 550% on the previous year. I would add that it is important we publicise this to send a clear message to the majority of reasonable landlords that there are actually consequences to neglect. On a legal level, the council will be in court later this week taking action against a particularly bad landlord.

Allegations have been made by ACORN in the press that the "greens are back tracking on our promises and siding with landlords over revenge eviction" This is simply not true and appears to me disappointingly like playing party politics shortly before an election on an issue far too important to spread misinformation.

On a positive note, I am pleased to report that thanks to a creative deal the council have prevented the much publicised eviction of the family of a disabled man in Hove and we have secured their disabled adapted home for the future by coming to an arrangement to enable the purchase of the property from the landlord.

Today, committee is being asked to adopt a new Anti-Social Behaviour Policy. Members will remember the petition that came to last committee and the moving accounts we have heard previously from residents about anti-social behaviour in council blocks. The adoption of a new policy is a positive step – and we must thank all the officers and residents who were involved in developing it. But the proof is in the pudding which means committee will no doubt want to monitor its effectiveness in practice.

The performance report outlines how well we are bouncing back from the worst impact of the pandemic. Of particular concern to members has been the number of empty properties, the backlog of mutual exchanges and the repairs backlog. As of the beginning of this year, the number of empty properties is 144, down from 251 last year. This compares favourably with other councils. The relet time continues to improve, down to 87 days from 210 days last year. Thanks are due for the hard work of staff in this area. Thanks, are also due for eliminating the backlog of mutual exchange cases.

The Housing Repairs & Maintenance service continues post pandemic improvement across all key performance indicators. Customer service measures including calls answered by the repair's helpdesk, satisfaction with repairs standard of work and satisfaction with overall customer service are all above target. The service completed 647 more repairs in Q2 (6759 jobs) when compared to Q1 (6112 jobs). There are currently 11186 jobs with the service of which 9085 are backlog when taking into account what we would usually expect to hold as works in progress. Given increased pressures on the service owing to very poor weather and a significantly higher levels of reported damp and condensation cases following the tragic Rochdale case there is still a way to go. Another performance improvement worth noting is the improves energy efficiency SAP rating for council homes which is now up to 73, up from the recorded rating of 68.2 last year and 66.6 5 years ago, suggesting that progress is accelerating.

Two other housing management issues of concern should be noted. Firstly, rent collection is below target and now the pandemic is over staff will be focussing more on enforcement aligned to offering advice and support to tenants who may be struggling to pay their rent or are concerned about money. Secondly problems with damp and mould, highlighted by the tragic case in Rochdale. Officers have recorded a 33% increase in reported damp and mould cases since December 2022. As well as utilising our in-house repairs & maintenance resource we are also increasing our specialist contractor capacity to address the number of reports we have, currently 708 jobs. Officers are liaising with Families, Children & Learning and Public Health colleagues, using a health-risk-based approach to target any urgent cases for priority action. In today's budget we are also proposing to increase the spend on damp and condensation works to £500,000 next year.

This brings us onto the proposed HRA budget for approval today. Amongst other things, the budget will allow us to continue full steam ahead with additional council homes, and in the midst of a cost-of-living crisis it will cap all HRA rent rises to 7% of the lowest regular social rents equivalent for the same size property. It will also reduce the increase in energy service charges by spreading them over several years. It will continue the improvements in energy efficiency embedded in the capital programme and working towards our carbon neutral 2030 goals.

52 CALL OVER

52.1 Agenda items 56, 57, 58, 59 and 60 were called for discussion.

53 PUBLIC INVOLVEMENT

53.1 To consider the following matters raised by members of the public:

(a) Petitions: None for this meeting.

(b) Written Questions: Three for this meeting.

1. From: Jim Deans

Question: *In the first few months of Covid, very large sums of money were handed out by BHCC, Much for accommodation and food support. SHS received zero despite stepping up from one weekly street kitchen to 8 covering the closures of day centres. Rumours are circulating within the support network of a very large amount as much as 1 million some say given to one private individual.*

I would ask the councillors to undertake an immediate inquiry into this and to the due diligence done before funds were given, this should be shared with both professional and voluntary organisations within the homeless network. We would ask that the

amounts and to who were these funds distributed.

Already there is a reporter from a national newspaper asking questions regarding this so I would hope this inquiry could be swift.

*Jim Deans
Sussex Homeless Support*

Response: *Thank you for your question.*

The council does not make payments for the provision of support services to individuals and allocates funding for commissioned services in accordance with legal duties and our financial and other standing orders.

If anyone has any evidence of any fraud involving Council funding this should be reported immediately to the relevant senior officer or Chief Finance Officer.

Publicising gossip and rumour is not helpful. It does nothing to assist those in our city that depend on these services and could alert any fraudsters to any subsequent investigation.

2. From: Daniel Harris

Question: *Having reviewed the allocations stats provided, I and a lot of current service users have issues with the former allocations review, how that was conducted and how this seems to have impacted persons with disabilities. None of the temporary options presented are useful. We would present an alternative plan for the 6 months to the following:*

Homeless – 35%, Transfers – 25%, Homeseekers – 25%, CIQ – 15%

Can you please consider this and reject the officer recommendations?

A Supporting Statement from Lauren Coveley has been received:

Dear whom it may concern.

I write to you today to ask that you reconsider the percentages of properties and banding that is released.

Like myself there are many people in impossible living circumstances with disabilities unable to live a normal/happy life. Over the last 5 months I have been in contact with (redacted) regarding my own housing needs and outlined how I believe the housing banding is wrong. There are people with disabilities stuck in housing they cannot live in due to a lack of properties being put available to them. This is causing a massive effect on people's mental health as-well as physical, I believe something should be done. I recommend the administration to provide percentages provided by Daniel Harris or I will be seeking legal action.

*Kind regards
Lauren Coveley*

Response: *Thank you for your question.*

Housing Committee's decision regarding the Allocation Plan will be considered in the context of the report presented.

The reports notes (para 3.13) that although there are higher proportions of households with a disability in both the Transfer and Homeseeker queues this is mitigated by the fact that adapted properties would only be offered to households with a disability and the 'queue' they are within is less of a factor.

The option proposed in the question closely aligns with Option 1 within the report. Housing Committee will reflect upon this as part of its decision making process. However, it is noted within the report that adopting this plan may have a detrimental impact on reducing the number of households in temporary accommodation in the shorter-term. Given we want to reduce the time homeless people live in less than ideal emergency and temporary accommodation this is an important consideration.

Supplementary question: More adapted homes please.

Response: *Adapted numbers are on the increase. The homeless queue from the pandemic is being brought down as officers are working hard.*

3. From: Charles Harrison

Question: *Housing Performance Report: The Council's Housing Performance Report for Q2 2022/23, shows 24 of the 34 Work Plan objectives being on track. However, I also note that only 8 of the 16 KPI's are currently on target.*

I am particularly concerned that the report item 1.1 (Provide additional affordable homes) is off-track, with only 493 of the targeted 800 additional council homes projected for completion in this 4yr period.

I also note that item 1 2 (Provide additional affordable homes) is on track and forecasting an impressive 610 new affordable homes to be completed in the 2022/23 period.

However, I feel that "affordable rents", based on discounted market prices and shared ownership homes, when mortgage repayments, service charges and rents are taken in to account, may become increasingly out of reach for those on local incomes.

Does the Council share my concern that there may be an over-reliance on the private sector, to provide affordable housing and, if so, how does the Council propose to address this?

Response: *Thank you for your question. Since the target of 800 additional homes was agreed four years ago there has been a global pandemic which severely impacted the delivery programme and meant we could not progress some schemes as quickly as we anticipated. This is not a Brighton & Hove specific issue with other authorities experiencing similar issues. However, as we have emerged from the pandemic, we are getting the programme back on track with the number of new affordable homes*

anticipated to be delivered in 2022/23 exceeding any of the previous four years. Under the joint programme we are averaged over 109 additional homes a year in the first 3 years compared to 51 homes under the last administration.

Although outside of the timescales of the original target, we are on site with a number of additional schemes including the Homes for Brighton & Hove schemes at Coldean and Portslade which will deliver 176 homes at social rents during 2023/24. I visited the 49 new council homes in Portslade today. They look good and crucially will be let at social rents (as defined by the government). These homes may or not be ready to let in this financial year, but if not they should be occupied just after in April and May. The council's largest proposed scheme to date at Moulsecoomb delivering 212 homes was also granted planning permission last week.

'Affordable housing' is a nationally defined term. In terms of benefitting from external funding, registered providers are required to use this definition which include both rented and low cost home ownership options. Current delivery of affordable housing for the city recognises there are many groups impacted by housing need and supply. Adopting a 'mixed economy approach' reflects this.

The council continues to make an important contribution to the supply of affordable housing. Our programmes to deliver include new build schemes, refurbishments, acquisitions and our Homes for Brighton & Hove partnership with Hyde. This blended approach has enabled us to bring forward an ambitious programme with a pipeline of sites to be delivered in future years.

Our partner Registered Providers are also bringing forward their programmes for delivery in the city with 31% of the four year programme being available for rent, which includes some housing at social rent. We'll continue to work with our Registered Providers on their programmes moving forward to ensure that it reflects what the city needs. However, since registered providers have been focusing more on less affordable products such as shared ownership it is important that as a council we continue as much as possible achieving 100% rent homes at the lowest rents we can manage.

Supplementary question: Good to see split approach using local government and private sector, and hope committees work together to supply affordable housing.

Response: *Planning has been an issue, however, happy to talk about a site visit to Portslade.*

(c) Deputations: None for this meeting.

54 ITEMS REFERRED FROM COUNCIL

54.1 None for this meeting.

55 ISSUES RAISED BY MEMBERS

55.1 To consider the following matters raised by councillors:

- (a) **Petitions:** None for this meeting
- (b) **Written Questions:** None for this meeting
- (c) **Letters:** None for this meeting
- (d) **Notices of Motion:** None for this meeting

56 OPERATIONAL REVIEW OF ALLOCATIONS PLAN & REQUEST TO REVIEW THE ALLOCATIONS POLICY.

- 56.1 The Assistant Director Housing Needs & Supply introduced the report to the committee.
- 56.2 Following questions the committee Members were informed: that the plan came to committee for verification and approval before going live; women made up the largest percentage of Homeseekers; transferers in options 1 and 2 were the same; the highest percentage of matched properties were disability; housing register recognises issues and over takes letting plan; everyone on the housing register will be consulted; policy will not necessarily have more disability housing; consultation events will be open to the public; disabilities are assessed from the information provided by the applicant; housing needs assessments reveal how many adapted homes are required; occupational health form part of the adaptations team.
- 56.3 Amendment to recommendations: Proposed by Councillor Grimshaw and seconded by Councillor Williams.
- 56.4 The Members debated the amendment and considered the following: the amendment was not clear; it was in the interest of all to have all the information; delay was unnecessary; disabled persons need to be valued; number of transfers should be increased.
- 56.5 A vote was taken, and by 3 to 7 the committee did not agree to the recommendation amendments.
- 56.6 A vote was taken, and by 8 to 2 the committee agreed the recommendations (not amended).

RESOLVED: That Housing Committee:

- 2.1 Note the letting outcomes for the financial years 2020/21 and 2021/22 and the first six months of the current financial year 2022.
- 2.2 Agree Option 2 as a new Allocations Plan as set out at 4.6 below, to be effective from 1 April 2023.
- 2.3 Agree to commence consultation on reviewing the Allocations Policy, noting the broad timelines that would apply.

57 HOUSING COMMITTEE WORKPLAN PROGRESS UPDATE AND HOUSING PERFORMANCE REPORT QUARTER 2 2022/23

- 57.1 The Head of Housing Strategy & Supply introduced the report to the committee.
- 57.2 Following questions the committee Members were informed of the following: there has been an increase in the reports of damp and mould, and responses have been improved from contractors and in-house services, high risk cases are being looked at and there is a want to move quickly; the additional licencing scheme for Homes of Multiple Occupancy (HMO) runs until the end of February 2023 and compliance is checked; emergency repairs are 98.6% within 24 hours; tenancy and garden visits are being brought back to pre-pandemic situation, with a target of every 5 years; stage 2 complaints improvements are being looked at with the multiple teams involved, 18% of complaints upheld by the ombudsman, therefore 82% were not.
- 57.3 A vote was taken, and the committee agreed the recommendations unanimously.

RESOLVED:

- 2.1 That Housing Committee notes the report.

58 ANTI-SOCIAL BEHAVIOUR POLICY

- 58.1 The Head of Housing Tenancy Services introduced the report to the committee.
- 58.2 Following questions the committee Members were informed of the following: the policy started summer 2022; there is a rapid response strategy and regular conversations with victims; guidance and training for officers is in place with a joint action group meeting every month; hate crime training plan is victim centred to understand impact; diaries are still kept for 2 years usually and are used in evidence at court; communications are being strengthened regarding sensitive lets; only proportionate actions can be taken against perpetrators; housing officers and other agencies take on case work, not the field officers.
- 58.3 A vote was taken, and the committee agreed the recommendations unanimously.

RESOLVED:

- 2.1 That Housing Committee approve the Anti-Social Behaviour Policy.

59 PRIVATE SECTOR HOUSING UPDATE

- 59.1 The Assistant Director Housing Needs & Supply introduced the report to the committee.
- 59.2 Following questions the committee Members were informed of the following: the evidence in the report has come from those who have approached the council; there are approximately 44,000 private renters in Brighton and Hove, with 20% properties requiring action, and 462 cases have been dealt with; 96.8% of cases are resolved by informal action and it is better to work with landlords; most tenants approach council alone, not with the landlord; it is preferred that landlords make changes and improvements themselves; evidence suggests 1% of landlords are served section 21 notices;

Debate

- 59.3 The following comments were made by committee Members: reform of Section 21 was called for; revenge evictions are not rare and zero tolerance is not disproportionate; many tenants becoming homeless in 2023 due to rising rents; landlords should be supported as 99% of landlords are responsible; the 'Warmer Home' scheme supports landlords; the English Housing survey states that 13% of rentals have hazards and is therefore a big problem going unreported; other authorities have Gold and Platinum licensing schemes.
- 59.4 The recommendations amendment was presented by councillor Williams and seconded by Councillor Osborne.
- 59.5 A vote was taken, and by 8 to 2 the amendment to the recommendations was agreed.
- 59.6 A vote was taken, and by 8 to 2 the amended recommendations were agreed.

RESOLVED: That Housing Committee:

- 2.1 Agree that development of an in-house Ethical Lettings Agency will not be pursued at this time, though Committee may consider it in the future.
- 2.2 Note the progress on the Selective Licensing Feasibility Study and the proposal to arrange a Housing Committee Member Workshop (early February 2023) on options to progress.
- 2.3 Note that evidence suggests a new Additional HMO Licensing Scheme is potentially viable, and if so that required consultation on this should be linked to any consultation agreed to progress selective licensing.
- 2.4 Agree a review of the current Private Sector Enforcement Policy is undertaken and that in the interim where appropriate proactive use of improvement notices is exercised against landlords and letting agents as referred to in 4.3.4. This review will, among other things, reflect the motion passed at Full Council in December 2022, requesting officers to bring a report to Housing Committee:
- a) Reviewing the Council's private sector housing enforcement policy to reduce tenants' risk of 'revenge evictions' by serving 'improvement notices' and 'emergency remedial action notices' at the soonest opportunity
 - b) Outlining plans to display on the council website steps private renters can take regarding repairs requests and revenge eviction notices
- 2.5 Note the options and restrictions relating to a 'Rogue Landlord database'. To approve further investigation of the establishment a 'Rogue Landlord database' in Brighton & Hove and report back to Housing Committee in March 2023 and will continue to work towards a zero-tolerance approach to rogue landlords as agreed by this committee.

- 2.6 Note activity during 2022/23 (to 30 November 2022) in relation to private sector housing enforcement.

60 HOUSING REVENUE ACCOUNT BUDGET & CAPITAL INVESTMENT PROGRAMME 2023/24 AND MEDIUM-TERM FINANCIAL STRATEGY

- 60.1 The Assistant Director Housing Management introduced the report to the committee.
- 60.2 Following questions the committee Members were informed of the following: the amendment sought to spread costs of service charges; residents would be supported, including those above the Universal Credit threshold; travellers on pitches would receive support; it was understood that the HRA fund was not a general fund and budget review meetings were ongoing; there will be a saving on field officers removal and rent collection enforcement was ongoing; the Coldean and Belgrave joint venture would deliver homes at the lowest rents ever achieved, with half to the council and half to Hyde Homes; the apprenticeships were ongoing as were the installation of access points; the council are looking at damp and condensation in council homes following the recent Rochdale case; the service charges would increase as a result of the rise in utilities prices, with the budget increasing to help tenants with the cost-of-living.
- 60.5 Councillor Gibson introduced the amendment, which was seconded by Councillor Williams. Councillor Meadows did not support the amendment.

Vote

- 60.6 A vote was taken, and by 8 to 1 the committee agreed to accept the amendment. (Councillor Barnett left the meeting and took no part in the vote or decision making process).

Vote

- 60.7 A vote was taken, and by 8 to 1 the committee agreed the recommendations as amended. (Councillor Barnett left the meeting and took no part in the vote or decision making process).

60.8 **RESOLVED: That the Housing Committee:**

- 2.1 Approves a rent increase of up to 7% in line with government legislation as detailed in paragraph 4.6 of the report as amended.
- 2.2 Approves the service charges and fees as detailed in Appendix 2 to the report as amended.
- 2.3 Notes the Medium-Term Financial Strategy and 30-year financial projections shown in Appendix 4 to the report.
- 2.4 Approves the Travellers fees and Charges set out in Appendix 5 to the report.

That Housing Committee approves and recommends to Policy & Resources Committee:

- 2.5 That the updated HRA Revenue Budget for 2023/24 as shown in section 4 of the main report and Appendix 1 to the report be agreed and recommended to Full Council for approval as amended.
- 2.6 Approve a capital programme of £57.791m for 2023/24 be agreed and the 5-year programme as set out in Appendix 3 as amended to the report be noted, and recommended to Full Council for approval; and

That Full Council:

- 2.7 Approves the updated HRA Revenue Budget for 2023/24 as shown in section 4 of the main report and Appendix 1 to the report as amended.
- 2.8 Approve a capital programme of £57.791m for 2023/24 and notes the 5-year programme as set out in Appendix 3 as amended to the report.

61 ITEMS REFERRED FOR FULL COUNCIL

61.1 There were none from this meeting.

62 PART TWO PROCEEDINGS

62.1 There were none from this meeting.

The meeting concluded at 7.55pm

Signed

Chair

Dated this

day of

Brighton and Hove City Council

Housing Committee

Agenda Item 69 (b)

Member Questions for 15 March 2023 Housing committee.

Question 1: Councillor Williams to Chair of Housing Committee

Improvement Notices

How many improvement notices have been serve to private sector landlords in the past 12 month and in the past 3 years?

Many thanks

Councillor Gill Williams

Labour Spokesperson for Housing

Representing East Brighton

Brighton & Hove City Council

Housing Committee

Agenda Item 69(d)

Subject: Housing and Homelessness Work Programme

Date of meeting: 15 March 2023

Proposer: Councillor Gibson
Seconder: Councillor Hugh-Jones

Ward(s) affected: All

Notice of Motion

Green Group

Over the last 3.5 years there has been a joint Labour–Green housing and homelessness work programme. With great thanks to the hard work of officers, this programme has helped deliver:

- 500 additional council homes (projected by May 23);
- 49 truly affordable new council homes at Living rents (projected May 23);
- New private rented housing additional and selective licensing schemes going forward for consultation;
- A 53% reduction in rough sleeper numbers since 2019 (compared to 28% reduction nationally);
- A threefold increase in the number of “Housing First” placements;
- The expansion of PRS enforcement capacity and, as of February 2023, including the issue of £169K in fines;
- Warmer Homes grants to those in greatest need and a wider scheme with funding of £2.5m to be launched in April;
- The adoption of a New Build Housing Sustainability Policy and 42 new homes built in Victoria Rd with the Council’s first ground source heat pump as well as solar panels and green walls.

Believes:

That working together on a jointly agreed programme has helped achieve progress for the benefit of the city and its residents.

Proposes that:

1. The achievements of the joint programme be noted;
2. In the event a) of no party achieving an overall majority in the May 2023 local elections and b) of the manifestos of the two larger parties being compatible in terms of their housing content, that Housing Committee consider adopting a similarly prepared joint programme on Housing and Homelessness at its meeting in September 2023.

Proposed by Cllr Gibson

Seconded by Cllr Siriol Hugh-Jones

Subject: Private Sector Housing: Discretionary Licensing Evidence

Date of Meeting: 15 March 2023

Report of: Executive Director Housing, Neighbourhoods & Communities

Contact Officer: Name: Diane Hughes
Email: Diane.hughes@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The significant growth in private rented sector housing in Brighton & Hove remains a key theme for the city with just under one in three households in the city renting privately. While many landlords operate responsibly, there are concerns that a some do not. As a result issues are raised in relation to the management, standards and quality of homes in this expanding sector. Improving the quality and management of homes in the private rented sector over the period 2019-2023 has been a key area of focus in the Housing Committee Work Plan.
- 1.2 On 28 September 2022 Housing Committee was notified that consultants had been appointed and commenced the selective licensing feasibility study in September 2022.
- 1.3 Subsequently, this independent research has concluded that there is sufficient evidence to demonstrate a significant proportion of Houses in Multiple Occupation (HMO) are being managed sufficiently ineffectively to support the introduction of citywide Additional HMO licensing to smaller HMO's. It also demonstrated support for the introduction of Selective Licensing. Options for this were considered (please see 3.31 of the report) and the preferred option (Option 3) is to introduce a selective licensing designation in four wards in the city on the grounds of poor property conditions and deprivation with a further designation option in 13 wards on the grounds of poor property conditions.
- 1.4 This report:
- presents the findings of independent research commissioned to seek evidence that would support, or reject, the need to implement a further discretionary licensing scheme across the whole, or part(s), of the private rented sector in Brighton & Hove
 - reviews the existing Brighton & Hove Additional HMO licensing scheme
 - seeks Member approval to carry out formal consultation on the preferred option for extending licensing across Brighton & Hove.

2. RECOMMENDATIONS

- 2.1 That Housing Committee notes the findings of the Private Sector Housing: Housing Stock Condition & Stressors Report that evidences the need for a citywide approach to discretionary licensing (Appendix 1).
- 2.2 That Housing Committee approves Option 3 (see 3.31), which will be subject to 12 weeks of consultation (to commence once a revised fee structure is agreed by Members) . This is:

- (1) Citywide Additional HMO Licensing covering properties which have two or more storeys and three or more tenants are living there as more than one household.
- (2) Selective Licensing on all non-HMO private rented sector homes in four wards where the evidence demonstrates a clear link between poor property conditions, deprivation and private rented homes. These wards¹ are: Kemptown, Moulsecoomb & Bevendean, Queen’s Park and Whitehawk & Marina.

With a further option in 13 wards in the city on the grounds of poor property conditions. These wards are: Brunswick & Adelaide, Central Hove, Goldsmid, Hanover & Elm Grove, Hollingdean & Fiveways, Preston Park, Regency, Rottingdean & West Saltdean, Round Hill, South Portslade, West Hill & North Laine, Westbourne & Poets Corner and Wish.

- 2.3 That Housing Committee notes that the Budget Review Group has provided £100,000 to fund non-recoverable costs (such as consultation) needed in developing a scheme and that budget council has allocated a further £20,000.
- 2.4 That Housing Committee requests the findings of the consultation and appropriate recommendations be brought back to a future committee for Member decision.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 A key theme of the city’s housing has been the significant growth in private rented housing in Brighton & Hove. In 2021, the Census reported that the Private Rented Sector stood at 39,937 homes, 32.9% of all housing stock in the city and the 11th largest in England and Wales outside of London.
- 3.2 The sector increased by 1.9%, between 2011 and 2021. Three wards have half or more than half of households in homes rented through private landlords or lettings agents.
- 3.3 17 of the new 23 wards due to come into effect in May 2023 exceed the national average of 20.3%² of households living in private rented homes (figure 1). This

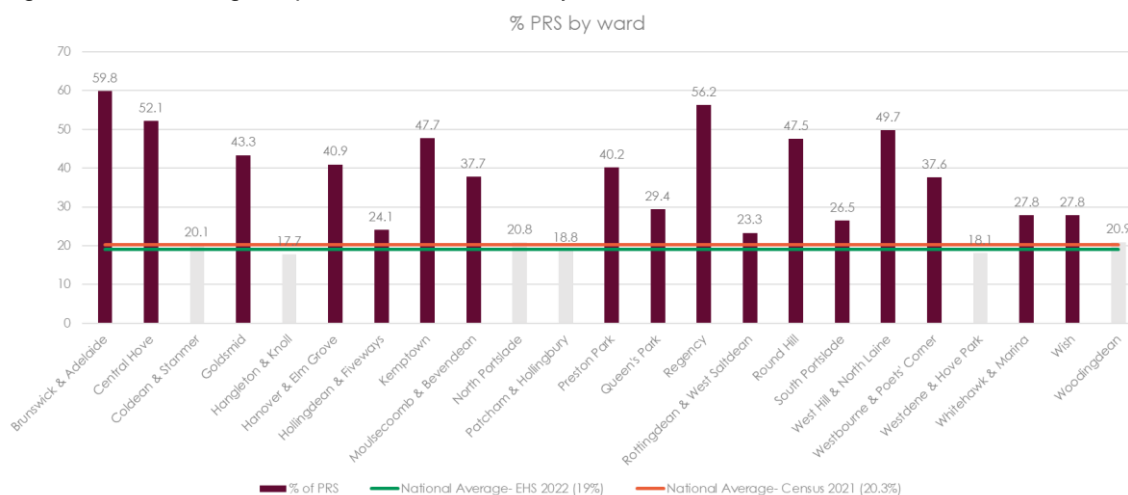
¹ New Brighton & Hove wards from May 2023

² Office for National Statistics Tenure type - Census 2021

means that six wards in the city can not be considered for a selective licensing scheme as they fall short of the required threshold of being above the national average.

- 3.4 The growth in the sector brings the benefits of a flexible housing market response to meet accommodation needs in the city. However, while many landlords operate responsibly, issues continue to be raised in relation to the management, standards and quality of homes in the expanding private rented sector.

Figure 1 - Percentage of private rented sector by ward



- 3.5 The 2004 Housing Act introduced mandatory licensing of larger HMOs and contained provisions for further 'discretionary licensing'. HMOs are defined as properties with three or more occupiers who form two or more households and who share a kitchen, bathroom or toilet. This does not include live-in landlords with 2 or fewer lodgers (unless that dwelling is itself within an HMO). Certain HMOs are exempt from licensing under Schedule 14 of the Act, such as those managed by local authorities, registered providers and educational establishments.
- 3.6 HMOs with five or more occupiers consisting of two or more households are subject to mandatory licensing, and all such HMOs in England and Wales must be licensed.
- 3.7 There are two types of discretionary licensing for private rented sector homes:
- (a) **Additional:** where a council can impose a licence on other HMOs in its area which the council considers that poor management and standards of the properties is causing problems either for the occupants or the general public.
 - (b) **Selective:** covering all privately rented property in areas which are experiencing one or PRS or more of the following conditions^{3,4}:

³ As amended by The Selective Licensing of Houses (Additional Conditions) (England) Order 2015

⁴ Selective licensing in the private rented sector: A Guide for local authorities, Department for Communities & Local Government 2015:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/418551/150327_Guidance_on_selective_licensing_applications_FINAL_updated_isbn.pdf

- low housing demand
- significant and persistent anti-social behaviour
- poor property conditions
- high levels of migration
- deprivation
- crime

Local authorities must obtain express confirmation from the Secretary of State for any selective scheme(s) which cover more than 20% of their geographical area or affect more than 20% of their private rented sector.

3.8 Under licensing, landlords have to:

- Meet appropriate and professional standards of conduct;
- Demonstrate their properties meet health and safety standards including fire and electrical safety;
- Exercise appropriate management and supervision of the buildings to help reduce any adverse impact on neighbourhood

3.9 The different licensing schemes bring different responsibilities and requirements on the landlords and council:

Licensing scheme differences	Mandatory HMO	Additional HMO	Selective
Property Type	Larger HMOs (2 or more households, and 5 or more people)	Smaller HMOs (2 or more households, 3 or more occupiers, share kitchen, bathroom or toilet)	All other private rented homes
Scheme Duration	Ongoing (but 5-year licences)	5 years max	5 years max
Fit and proper person test	Yes	Yes	Yes
Property inspection	Yes	Yes	Risk based (but not statutory)
Conditions can be attached to require upgrades to heating, fire safety etc	Yes	Yes	No
Can specify no of occupiers	Yes	Yes	Yes
Consultation requirements	None	Must consult all likely to be affected for 10 weeks minimum	At least 10 weeks
Designation criteria	None	Ineffective HMO management and standards	Low demand, migration, deprivation, poor quality, anti-social behaviour, crime
Secretary of State confirmation needed	No (legislative requirement)	Done via general consent if guidance followed	Yes, if scheme exceeds 20% of area or 20% of PRS stock

- 3.10 Councils are able to recover their costs associated with the administration of licensing schemes through licensing fees. Landlords who operate a designated property without a licence may be subject to criminal prosecution, unlimited fines and/or a rent repayment order.
- 3.11 Concerns about the impact of HMOs on tenants and communities led to the introduction of Additional Licensing of smaller HMOs within the city. The first scheme launched in 2012 covering 5 wards near to the Lewes Road area of Brighton and a second scheme launched in 2015 covering 7 city centre and coastal wards. A third scheme covering all wards within Brighton & Hove launched in 2018 and expired on 28 February 2023.
- 3.12 A number of properties within the third scheme still require reinspecting to check that the special conditions have been compiled with. The Private Sector Housing Team are able to complete these visits within six months of the current scheme expiring and will set up a programme of visits in order to achieve this.
- 3.13 Evidence from the latest Additional Licensing of HMOs in Brighton & Hove has highlighted that in over 8 in 10 (82%) current cases⁵, the properties required improvements to ensure they are fit and safe for occupation. Whilst these improvements are benefitting an estimated 5,500 tenants, the city's licensing only covers 10% of the private rented sector.
- 3.14 The benefits of discretionary licensing include development of a proactive and consistent council-led approach towards identifying, and tackling complex issues of management, standards and anti-social behaviour across the area to the benefit of tenants, responsible landlords and the local community:
- **Responsible landlords** will gain from the improved clarity of their role in raising property and tenancy management standards while action is taken to tackle those who flout their legal responsibilities. Licensing has encouraged a positive interaction with landlords and allowed for any problems presented by each property to be managed on an individual basis.
 - **Tenants** will be clear on what they can expect from both the home that they rent and the landlord that they rent it from, with implementation of minimum standards resulting in better managed, quality and safer homes. Any repairs and improvements will be required by the council rather than a tenant complaining and subsequently fearing loss of their tenancy, taking tension out of the landlord and tenant relationship.
 - **Communities** benefit from a consistent approach to HMO's whereby housing conditions are being proactively assessed and improved across an area. Communities also know who is responsible for the management of properties that are rented out.
- 3.15 Any designation made by a local housing authority for discretionary licensing must ensure that the exercise of the power is consistent with their overall housing strategy; and seek to adopt a co-ordinated approach in connection with dealing

⁵ 1,571 of 1,913 licensed properties as of 7 February 2023

with homelessness, empty properties and anti-social behaviour affecting the private rented sector as regards combining licensing with other action taken by them or others.

- 3.16 The Council Plan 2020-23 has housing as a key objective 'A city to call home'. Within this there is a focus on improving access to good quality housing, improving private rented housing and making better use of existing housing capacity. The Housing Committee work plan 2019-23 further embeds this commitment with a range of actions related to improving private rented housing.
- 3.17 The Homelessness and Rough Sleeping Strategy 2020-25 identifies that homelessness from the private rented sector is consistently the single biggest cause of homelessness in the city. Improving the standards of accommodation and management in the private rented sector is seen as one of a number of tools to help reduce homelessness from this sector.

The case for extending discretionary licensing

- 3.18 Cadence Innova working with Metastreet, were appointed to independently research and report on the evidence that would support, or reject, the need to implement a further discretionary licensing scheme across the whole, or part(s), of the private rented sector in Brighton & Hove. A copy of [Cadence's feasibility review](#) is available on the councils' website. The Housing Stock Condition and Stressors Report outlining the evidence is attached as Appendix 1 with the main points summarised below.
- 3.19 In analysing the evidence, it is important to link incidents of disrepair and other evidence with privately rented homes. Without this connection, whilst there may be evidence of problems in an area with a large private rented sector, it is not possible to say whether these are linked to those homes or other owner occupied or social rented homes. However, there is no database that identifies which homes are privately rented.
- 3.20 Cadence were selected to carry out the research as with Metastreet they presented a unique methodology to predict which properties are most likely to be private rented dwellings. Metastreet's Tenure Intelligence (Ti) methodology Ti uses big data and machine learning in combination with expert housing knowledge to accurately predict a defined outcome at the property level.
- 3.21 This methodology used a combination of indicators after discounting social housing to determine the likely number of privately rented homes in the city. The resultant property list then allowed them to analyse address level incidents to determine whether privately rented homes were more or less likely than other tenured housing to be associated with these problems. Their report outlines this methodology in more detail at Appendix 1.
- 3.22 Of the criteria that may demonstrate a need for selective licensing, a number were discounted as they do not apply in Brighton & Hove sufficiently or there are insufficient means to link them to the private rented sector:
- low housing demand
 - high levels of migration
 - crime

3.23 The Metastreet research focussed on poor property conditions, significant and persistent anti-social behaviour (ASB) and deprivation, analysing a number of data sources. These included

- Council ASB including noise complaints
- Requests for Assistance (RFAs) to the council's Private Sector Housing Team regarding property disrepair
- Licensing data
- Prosecutions and fines
- Energy Performance Certificates data
- Tenancy deposit schemes
- Indices of Multiple Deprivation

3.24 On analysing the data, the evidence shows that:

- Data from Indices of Multiple Deprivation confirm that 4 of the new wards within the city are in the 30% most deprived wards in the country (figure 2).
- There is predicted high levels of poor property conditions within HMO's and the wider private rented sector (figure 3 and 4)
- There was not sufficient evidence to link ASB to HMO's and the private rented sector.

HOUSING COMMITTEE

Agenda Item 70

Brighton & Hove City Council

Figure 2: Indices of Multiple Deprivation levels by ward

IMD 2019 Decile (weighted by population)

30

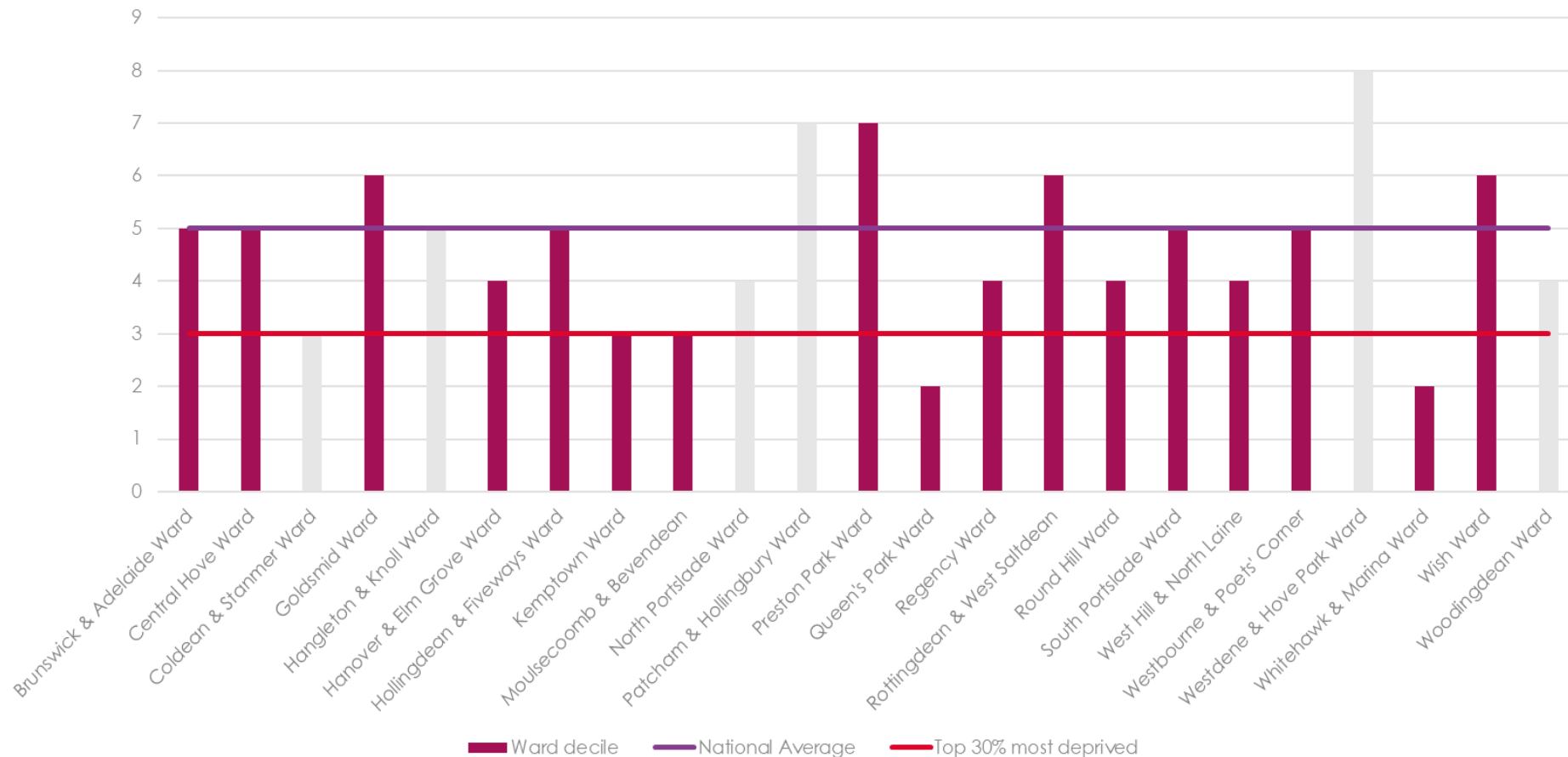


Figure 3: Predicted category 1 and 2 hazards per 100 properties by ward

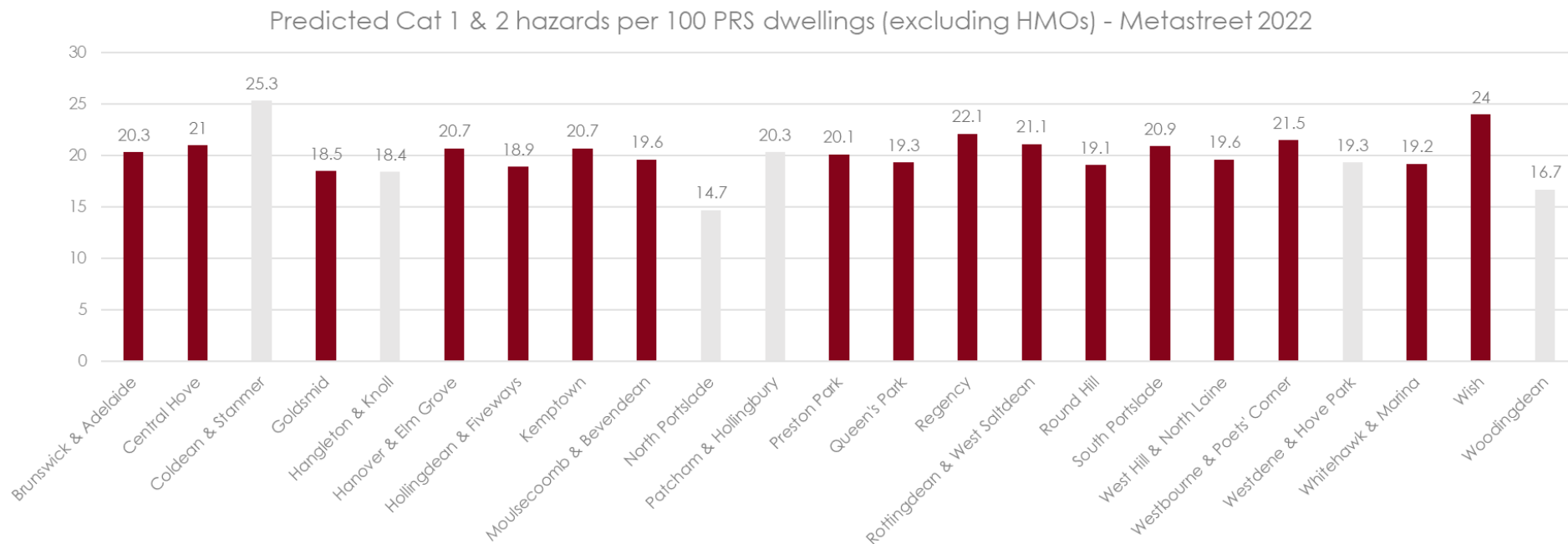


Figure 4 – HMO data by ward – levels of recorded ASB and predicted hazards

Wards (May 2023)	No. HMOs (known)	Recorded ASB	No. Cat 1 & 2 hazards (predicted)
Brunswick & Adelaide	281	11	192
Central Hove	227	18	140
Coldean & Stanmer	272	27	177
Goldsmid	218	9	128
Hangleton & Knoll	65	0	50
Hanover & Elm Grove	898	127	455
Hollingdean & Fiveways	349	50	208
Kempton	427	31	224
Moulsecoomb & Bevendean	953	113	501
North Portslade	18	1	11
Patcham & Hollingbury	73	9	40
Preston Park	307	37	176
Queen's Park	247	28	145
Regency	363	18	207
Rottingdean & West Saltdean	61	0	44
Round Hill	598	118	325
South Portslade	71	2	43
West Hill & North Laine	449	35	267
Westbourne & Poets' Corner	148	8	85
Westdene & Hove Park	107	5	59
Whitehawk & Marina	146	20	77
Wish	105	6	74
Woodingdean	41	2	27

3.25 In addition, a review of the existing citywide Additional HMO Licensing Scheme has taken place. This five-year scheme was introduced in 2018 and applied to smaller HMO's. As of 7 February 2023, the council had received 1,913 applications of which 9 were at application stage, 38 at draft licence scheme and 1,866 at full licence stage⁶.

3.26 In addition to the mandatory conditions that all landlords of licensed HMO properties must adhere to, housing quality issues identified during property inspections have led to 3,759 special conditions being attached to licences⁷. This has resulted in improvements in 1,571 homes, benefitting an estimated 5,500 tenants. Under the previous two Additional Licensing Schemes 10,800 special conditions were applied. This difference in volume is representative of the level of improvements that were made through the initial schemes. This demonstrates the impact that licensing can have when the council is able to take a proactive approach.

Special Conditions	Additional HMO Licensing
Total special conditions applied	3,759
Licensed properties with special conditions applied	1,571
Percent of Fully Licensed Properties with Special conditions	82%
Estimated number of tenants benefitting (at 5 per HMO)	5,500

- *As of 7 February 2023*

3.27 The conditions applied cover a range of housing quality issues.

Special Conditions	Additional HMO Licensing
Other Fire Works	930
Management / Repairs	964
Structural Fire Works	523
Fire Alarms	397
Ventilation	189
Electrical Works	109
Loft Insulation	85
Additional Facilities	76
Enlargement Of Bedrooms	475
Enlargement of Kitchens	7
Gas Certificates	4

⁶ During the life of the scheme more properties were licenced but when national legislation changed on the mandatory scheme in 2018 approximately 400 properties were eligible under this scheme.

⁷ A single property have one or more special conditions attached to it.

Special Conditions	Additional HMO Licensing
Total	3,759

3.28 The council monitors compliance against conditions and inspects properties in order to ensure they have been completed. At the end of January 2023 66.3% of HMOs with special conditions had complied with these. This is an indicator that has steadily risen over a period of time and is expected to increase further as the remaining visits to sign off the conditions are completed.

3.28 During the life of the scheme 1,802 requests for assistance were made about HMO's within the Additional Licensing scheme which accounted for 11% of all requests for assistance during this period. The level of rate of requests for assistance related to already licensed HMOs could be due to a number of reasons, which all demonstrate the need for the ongoing licensing of these properties:

- Tenants having more confidence to report issues once property licensed
- Higher tenant turnover impacting on dwelling quality resulting in hazards continuing to be identified
- Level of proactive property management is variable

A scheme is also still necessary as new HMO's continue to enter the market or there has been a change in ownership resulting in the need for the property to be licenced again. There will also be HMO's that the council are not aware of and that require licensing. Whilst the schemes to date demonstrate a substantial reduction in hazards and improvements required, improvements are still being identified. Licensing enables the council to be proactive in its involvement with the sector minimising reactive work.

Options

3.29 Two Housing Committee member workshops were held on the 1 and 22 February 2023 to review the evidence and options for discretionary licensing in the city. The first workshop considered both an Additional Licensing Scheme and a Selective Licensing Scheme. Evidence supported an Additional Licensing Scheme for smaller HMO's on a city wide basis. Options for a Selective Licensing Scheme were based on the English Housing Survey national average percentage of private rented homes (19%). This provided options for a possible selective licensing scheme in 20 of 23 wards in the city based on poor property conditions. There was also evidence of deprivation linked to five wards but the link was unclear due to the ward boundary changes and duplication with Local Super Output Areas (LSOA). It was agreed that further work would be completed to understand the linkage with deprivation.

3.30 Further analysis of deprivation was completed with LSOA data aggregated for some wards, an approach supported by Department for Levelling Up, Housing & Communities (DLUHC). A review of average levels of PRS was also undertaken as new census data released in January 2023 increased the national average to 20.3% above the previous 19%. Applying these new metrics a new option emerged which would support a phased approach to the introduction of a

selective licensing scheme. New deprivation evidence confirmed that four wards were in the 30% most deprived wards in the country. A first phase of a scheme could include these wards on the basis of poor property conditions and deprivation. This scheme would be 16% of the private rented stock and 15.6% of the geographical area meaning that Secretary of State approval would not be required. A 2nd phase could also be considered for a further 13 wards based on poor property conditions. An application would need to be made to the Secretary of State for a second phase.

3.31 Taking this new information into account three options were considered with Option 3 the preferred option. The table below highlights the three options in more detail.

Option 1:		
<ul style="list-style-type: none"> • Selective licensing scheme in 17 wards on poor property conditions • City wide Additional Licensing Scheme 		
Option Description	For	Against
Introduce a Selective Licensing Scheme in the worst affected wards on the basis of poor property conditions. An Additional Licensing Scheme citywide.	<ul style="list-style-type: none"> • Includes a large proportion of private sector homes • It can be demonstrated to be meeting our strategic aims. 	<ul style="list-style-type: none"> • Would require Secretary of State approval • Does not include link to deprivation • Would be a very large scheme c40,000 properties which would be challenging to introduce. • Significant investment required to mobilise a scheme of this scale. • Significant staff resources would be required to run a scheme

Option 2:		
<ul style="list-style-type: none"> • Selective licensing scheme in four wards based on poor property conditions and deprivation only • City wide Additional Licensing Scheme 		
Option Description	For	Against
Introduce a Selective Licensing Scheme in the worst affected wards on the basis	<ul style="list-style-type: none"> • This option draws upon two criteria affecting four wards in the city and provides a stronger evidence base. It 	<ul style="list-style-type: none"> • Does not include a 2nd phase and any future selective licensing schemes would be subject to a separate consultation

<p>of poor property conditions. An Additional Licensing Scheme citywide.</p>	<p>would tackle the worst affected properties first</p> <ul style="list-style-type: none"> • It would not require Secretary of State approval • It will cover approximately 7,900 properties which is more manageable to introduce. 	<ul style="list-style-type: none"> • Does not reflect wider evidence of poor property conditions in other wards in the city
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Option 3: <ul style="list-style-type: none"> • Phased selective licensing scheme • City wide Additional Licensing Scheme 		
Option Description	For	Against
<p>Introduce a Selective Licensing Scheme on a phased basis. Phase 1 - four wards on grounds of poor property conditions and deprivation with the option for a 2nd phase of 13 wards based on poor property conditions</p> <p>An Additional Licensing Scheme citywide</p>	<ul style="list-style-type: none"> • First phase draws upon two criteria affecting four wards in the city and would not require Secretary of State approval. • Will cover approximately 7,900 properties • It would allow the council to consult on the larger selective licensing scheme at the same time as the consultation for the citywide additional and the smaller selective licensing scheme in 4 wards • A phased approach reduces the risks in introducing a scheme • Provides opportunities to learn operationally before a larger scheme is introduced • It can be demonstrated to be meeting our strategic aims. 	<ul style="list-style-type: none"> • 2nd phase subject to Secretary of State consent which may not be granted • The 2nd phase would need to be referred to the Secretary of State within a specified timeframe • Would become a very large scheme c40,000 properties which would remain challenging to introduce. • Upfront investment would be required to mobilise the scheme. • Significant staff resources would be required to run a scheme.

Proposed fee structure

3.32 As part of the consultation on introducing or extending licensing, the council must include the proposed fee structure and likely charges. The current fee structure

was reviewed and agreed by Housing Committee in June 2017. This current fee structure does not include Selective Licensing since we do not have such a scheme in the city.

3.33 In setting fees for licences, the council is entitled to take into account all its costs in carrying out its functions in relation to administering any scheme. Fees cannot be set at a level designed to make a profit. Proposed fees are set at a level reasonably expected to cover the costs of providing the service for the licensing scheme. The fees are based on officer time and associated costs involved in processing the applications, inspections and monitoring including the relevant overheads. The majority of the costs involved relate to staff time. All costs included are allowable within the guidance for calculation of licence fees. The fee structure will be a two tier process, the application fee and if successful the licence fee.

3.34 With the potential for the proposals outlined in this paper encompassing a significant number of homes, it is important that the fee structure encourages landlords to apply promptly and also ensure their homes meet the required standard with minimal intervention from the council. This would minimise the fees for compliant landlords and also reduce pressure on the council in managing the scheme. As with previous discretionary licensing schemes, resources would have to be weighted to ensure are the greatest demand for licenses at or around scheme commencement can be managed.

3.35 If Committee approve the preferred option and decision to consult, we will review the existing fee structure and bring this to Members for approval prior to the consultation commencing.

3.36 **Outline timeframe**

Subject to Housing Committee permission to consult:

- 3 months: Recruit a Programme Manager and procure consultation provider
- Housing Committee report on proposed fee structure
- 3 months: Consultation (12 weeks)
- 2 months: Review results and compile
- Housing Committee report on consultation findings

If further discretionary licensing is subsequently proposed and approved by Committee:

- Secretary of State application (if necessary)
- 3 months: Designation notice of schemes
- Scheme go live for Additional Licensing Scheme/Selective Licensing Scheme if Secretary of State approval is not required.

3.37 Any selective licensing scheme timeline could be subject to extension if Secretary of State approval is required. The timeframe may also be affected by any challenge to proposals or process through judicial review.

4. **ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

4.1 When considering whether to make a licensing designation a local housing authority must consider whether there are any other courses of action available

to it that would achieve the same objective or objectives as the proposed scheme without the need for the designation to be made.

- 4.2 Only where there is no practical and beneficial alternative to a designation should a scheme be made. If the local housing authority decides there is no practical and beneficial alternative to the scheme, it must only make the designation if it is satisfied that the scheme will significantly assist it in achieving its objective or objectives, with other actions the local housing authority may be taking.
- 4.3 Four possible alternative options for tackling problem housing in the city were identified and are set out below:
- A. Do nothing
 - B. Use existing reactive powers
 - C. Targeted use of Management Orders
 - D. Area-based voluntary accreditation
- 4.4 The Strengths and Weaknesses of each option highlight that none are expected to be able to bring about the scale of improvement that the evidence suggests is required.

Option A: Do nothing		
Option Description	For	Against
This option would involve the council doing nothing to intervene in the sector, leaving the housing market as the driver for landlords carrying out improvements to their properties	<ul style="list-style-type: none"> • No additional resource costs • Housing market determines the quality of accommodation • Meets aspiration for many landlords for self-regulation 	<ul style="list-style-type: none"> • Not a viable option. If no action is taken, the significant problems with poor housing conditions will continue and are likely to increase further as the private rented sector continues to grow. • Community concerns not addressed • Concerns of people renting not addressed
Option B: Use existing reactive powers		
Option Description	For	Against
This option envisages council intervention in the sector being limited to a 'complaint response' service with action by other departments and agencies on a largely ad hoc basis	<ul style="list-style-type: none"> • Responds to tenants' expressed concerns • Ensures council meets basic statutory responsibilities towards standards in rented housing • If pursued rigorously sends a strong signal and may lead to 	<ul style="list-style-type: none"> • Reactive intervention not strategic • No impact beyond the subject property • Wider issues in rented stock not addressed • Key issues (amenities, space, health and safety) would be overlooked

using existing powers	<p>subsequent voluntary improvement</p> <ul style="list-style-type: none"> Should produce worthwhile improvements in neighbourhood environment, external appearance, structural integrity, fire safety in cases where these tackled 	<ul style="list-style-type: none"> Underreporting due to fear of retaliatory eviction Labour-intensive, so costly Council funded The absence of licensing significantly reduces the scope of the council to impose civil penalties in respect of identified housing breaches.
Option C: Use of Interim Management Orders		
Option Description	For	Against
Interim Management Orders or Special Interim Management Orders with regard to anti-social behaviour if problems are associated with a small number of properties. Once made, the Order is implemented until the property was fit either to be handed back to the landlord or if necessary, sold to a Registered Provider	<ul style="list-style-type: none"> An effective response to the most serious problems. Local Authority taking control means work done to proper standard, management issues resolved optimally Action sends a strong message that poor standards will not be acceptable Removes landlord responsibilities and transfers to responsible nominated agent Improves property standards 	<ul style="list-style-type: none"> Powerful reactive enforcement action, not designed to secure overall stock improvement Strict statutory criteria for use of the power; these will apply to a small proportion of the overall stock Highly resource-intensive for council Lengthy legal processes lead to delay Minimal impact on the overall level of poor-quality rented housing Council funded Not a proportionate response Does not tackle poor management Represents a last resort intervention
Option D: Area-Based Voluntary Accreditation		
Option Description	For	Against
Accreditation schemes are a set of standards (or	<ul style="list-style-type: none"> Accreditation's proven track record in parts of the country 	<ul style="list-style-type: none"> Accreditation would tend to attract the responsible landlord, be

<p>codes) relating to the management or physical condition of privately rented accommodation that recognise and reward landlords who manage their properties to a good standard</p>	<ul style="list-style-type: none"> • Easy set-up through access to existing local and national Accreditation models • Rewards responsible landlords for their efforts • Prospective tenants signposted to quality accommodation run by responsible landlords 	<p>ignored by the irresponsible</p> <ul style="list-style-type: none"> • No particularly strong incentive for poor agents/landlords to join • Brighton & Hove is a high demand area – impact of area-based accreditation likely to be minimal • This requires voluntary landlord engagement. Our experience is that attendance/membership is usually only by a relatively small proportion of landlords. • The national membership schemes are currently available but have not had a significant uptake or provided the necessary improvements in the borough.
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5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The need to take action to improve conditions in the private rented sector has come from a range of local consultation and engagement, such as the discretionary licensing consultations in 2017 and the Homeless and Rough Sleepers Strategy 2020-25. In addition to this, there are specific consultation requirements that must be met before Additional or Selective licensing can be introduced in an area.
- 5.2 Before introducing an Additional HMO Licensing Scheme, the council must comply with the specific requirements set out within sections 56 and 57 of the Housing Act 2004. This includes being satisfied that a significant proportion of the HMOs proposed under the additional scheme are being managed sufficiently ineffectively. Consultation must also take place and the scheme must be consistent with the authority's overall Housing Strategy. Provided the criteria are met then an application to the Secretary of State for permission is not required.
- 5.3 To implement a Selective Licensing Scheme, Section 80(9) of the Housing Act 2004 states that when considering designating an area the local housing authority must:
- take reasonable steps to consult persons who are likely to be affected by the designation, and,
 - consider any representations made in accordance with the consultation.

- 5.4 Local housing authorities are required to conduct a full consultation. This should include consultation of local residents, including tenants, landlords and where appropriate their managing agents and other members of the community who live or operate businesses or provide services within the proposed designation. It should also include local residents and those who operate businesses or provide services in the surrounding area outside of the proposed designation that could be affected. Local housing authorities should ensure that the consultation is widely publicised using various channels of communication.
- 5.5 If the designation does not require the confirmation of the Secretary of State because of its extent the local housing authority must consult on the proposed scheme for at least 10 weeks. The guidance recommends that if the scheme requires confirmation the local housing authority should aim to consult for at least 10 weeks unless there are special reasons for not doing so.
- 5.6 The consultation should be informative, clear and to the point, so the proposal is readily understood. It should inform local residents, landlords, letting agents and businesses about the proposed designation, giving the reasons for proposing it, why alternative remedies are insufficient, demonstrating how it will tackle specific problems together with other specified measures, and describing the proposed outcome of the designation. It is also important that it is accessible to landlord who may not reside in the area but have let properties in the City. It should also set out the proposed fee structure and level of fees the authority is minded to charge (if any). Consultees should be invited to give their views, and these should all be considered and responded to.
- 5.7 Once the consultation has been completed the results should then be published and made available to the local community. This should be in the form of a summary of the responses received and should demonstrate how these have either been acted on or not, giving reasons.
- 5.8 This report is recommending to consult on the preferred option for a period of 12 weeks.

6. CONCLUSION

- 6.1 Evidence from the research carried out by Cadence provides a strong case for citywide additional licensing and the introducing selective licensing of all private rented properties in four wards in the city with an option to phase in a second scheme (subject to Secretary of State approval).
- 6.2 In considering legislative requirements and those of government guidance, the introduction of citywide additional licensing and selective licensing in four wards seem a proportionate, reasonable and strategic response to the issues with management and standards affecting some of the city's private rented sector that existing (or other potential) interventions have not been able to resolve.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There is currently £0.120m one-off resources in 2023/24 to pay for the support and consultation necessary to introduce further licensing (discretionary and/or selective) in the city. A one-off £0.100m budget for 2022/23, was originally earmarked for the feasibility for an ethical lettings company has now been earmarked for this purpose by the Budget Review Group and will be carried forward to 2023/24. Budget Council 23 February 2023 allocated a further £0.020m 'to increase resources available for the consultation on Private Rented Sector licensing in 2023/24'. If the cost exceeds £0.120m, it will need to be managed within current budget resources for 2023/24. This will be monitored as part of the Targeted Budget Monitoring (TBM) process during 2023/24.

Finance Officer Consulted: Monica Brooks

Date:27/2/23

Legal Implications:

- 7.2 This is a statutory process and one which must be adhered too. As we have reached the point of consultation, this has to be carefully considered and to be fully aligned with the general principles of consultation. The consultation must be accessible to relevant persons including landlords who do not reside in the area. Failure to consult properly could lead to a judicial review. Once the consultation is completed it will have to be considered in detail and not simply be considered as a formality.

Lawyer Consulted: Simon Court

Date: 28.02.23

- 7.3 Equalities Implications:

In seeking to tackle poor management and quality standards it is expected that any licensing scheme would have a positive impact on tenants including those with protected characteristics. A full equalities impact assessment would be undertaken in relation to any discretionary licensing scheme recommended to Housing Committee for approval. This assessment would incorporate the relevant findings of the stakeholder consultation to help inform decision making.

- 7.4 Sustainability Implications:

The evidence has identified poor property conditions in the private rented sector. Action to tackle this is expected to improve the quality of the city's housing stock, thereby improving its sustainability.

- 7.5 Crime & Disorder Implications:

None

- 7.6 Risk and Opportunity Management Implications:

Should the stakeholder engagement support the need for further discretionary licensing across Brighton & Hove, the scale of such a scheme would require careful planning in terms of making sure the fees structure reflected the need for sufficient staffing and resources are in place to effectively implement and manage the scheme.

The proposed scheme would require Secretary of State approval which may not be successful. In addition, the proposed scheme could be challenged by landlords incurring additional costs, delays and/or schemes being rejected.

7.7 Public Health Implications:

Poor housing conditions, impact negatively on health. Improvements to housing quality and management will have a positive health impact on tenants and neighbours. Adhering to standards can also lead to lower carbon emissions, improved energy efficiency and reduced fuel poverty,

7.8 Corporate / Citywide Implications:

The long-term impact will be a higher quality and better managed private rented sector to the benefit of owners, tenants and neighbours. Improvements sought in management and standards related to private rented homes will have wider beneficial impacts identified in the report.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix 1: Private Sector Housing: Housing Stock Condition and Stressors Report, Metastreet March 2023

Documents in Members' Rooms

None

Background Documents

1. [Selective licensing in the private rented sector: A Guide for local authorities, Department for Communities & Local Government 2015 \(last updated June 2022\):](#)
2. [Feasibility Review, Cadence Innova, March 2023](#)

Brighton & Hove City Council

Private Rented Sector: Housing Stock Condition and Stressors Report

March 2023



Executive Summary

Metastreet were commissioned by Brighton & Hove City Council to review housing stock in the city and assess housing stressors related to key tenures, particularly the private rented sector (PRS) and Houses in Multiple Occupation (HMO).

The detailed housing stock information provided in this report will facilitate the development and delivery of Brighton & Hove's housing strategy and enable a targeted approach to tackling poor housing.

The main aim of this review was to investigate and provide accurate estimates of:

- Current levels of private rented sector (PRS) properties and tenure change over time
- Levels of serious hazards that might amount to a Category 1 hazard (Housing Health & Safety Rating System (HHSRS))
- Other housing related stressors, including antisocial behaviour (ASB), service demand, population and deprivation linked to the PRS
- Assist the council to make policy decisions, including the possible introduction of property licensing schemes under Part 2 and Part 3 of Housing Act 2004

Metastreet has developed a stock-modelling approach based on metadata and machine learning to provide insights about the prevalence and distribution of a range of housing factors. This approach has been used by a wide range of housing authorities to understand their housing stock and relationships with key social, environmental and economic stressors.

The models are developed using unique property reference numbers (UPRN) and a large range of council held and open-source data, which when combined, provide detailed analysis at the property level.

Data records used to form the foundation of this report include:

Council tax	Electoral register	Other council interventions records	Tenancy deposit data
Housing benefit	Private housing complaints and interventions records	ASB complaints and interventions records	Energy Performance data

Key Findings

- Brighton & Hove 's private rented sector has grown considerably in recent years, from 29.6% (2011) to 35.8% (2023)
- There are a total of 134,717 residential dwellings in Brighton & Hove , 48,206 of which are privately rented
- The private rented sector in Brighton & Hove is distributed across all 23 wards
- 20 out of 23 Brighton & Hove wards have a higher percentage PRS than the national average in 2021 (19%) and Census 21 (20.3%)
- Brighton & Hove has a mixture of high and low deprivation wards, 16 of 23 wards has aggregated IMD rankings below the national average
- The city has below national average rented property possession rates, with 27.8 claims per 10,000 households in 2023
- It also has a lower proportion in fuel poverty (10.5%) than the national average (13.4%)
- 8,869 private rented properties in Brighton & Hove are likely to have at least 1 serious housing hazard (Category 1 and high scoring Category 2, HHSRS)
- The authority received 4,550 complaints and service requests from private tenants and others linked to PRS properties over a 5-year period
- It has been calculated using the matched addresses that 17.3% of PRS properties in Brighton & Hove have an E, F, and G energy performance rating (EPC)
- 2.1% of PRS properties have an F and G rating, extrapolated to the entire PRS, 923 PRS properties are likely to fail the MEES statutory requirement for energy efficiency
- Over a 5-year period, 2,078 noise ASB incidents have been recorded by the authority
- The total number of known HMOs across 23 wards is 4,208 properties
- Analysis shows that 2,144 of 4,208 HMOs in Brighton & Hove are predicted to have at least one serious hazard (Category 1 and 2, HHSRS)
- 576 noise ASB incidents have been linked to HMOs over the last 5 years, noise ASB incidents are distributed across nearly all wards

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Introduction & Project Objectives

Metastreet were commissioned by Brighton & Hove City Council to review its housing stock with a focus on the following key areas:

- Residential property tenure changes
- Distribution of the PRS and HMO
- Condition of housing stock in the PRS
- Housing related stressors, including Noise Anti-Social Behaviour (ASB), regulatory interventions and deprivation.

The report provides the council with the evidence base for developing housing policy and service interventions. The report also helps satisfy the council's responsibility to review its housing stock as set out under Part 1, Section 3 of the Housing Act 2004.

The second section of the report details the findings of the stock and tenure modelling, including an introduction to the methodology. A combination of Brighton & Hove's data warehouse, machine learning, and modelling techniques have been used to pinpoint tenure and predict property conditions within its PRS housing stock. An advanced property level data warehouse has been developed to underpin the process.

For the purposes of this review, it was decided that a ward-level summary is the most appropriate basis to assess housing conditions across Brighton and Hove, built up from property level data. To support future analysis the report has used the May 2023 ward boundaries (23).

Three separate predictive tenure models (Ti) have been developed as part of this project which are unique to Brighton & Hove, they include:

- Private rented sector (PRS)
- Owner occupiers
- Serious PRS housing hazards (Category 1 & high Category 2, HHSRS)

The appendices to the report contain a summary of the data and a more detailed report methodology.

1 Brighton & Hove overview

Brighton & Hove is a city with unitary authority status in East Sussex, England. There are multiple villages alongside the seaside resorts of Brighton & Hove and it covers an area of 33.8km². It is administered by Brighton & Hove City Council.¹

1.1 Population

The Office of National Statistics (ONS) Census 2021 population estimates for Brighton & Hove was 277,200 (Figure 1)².

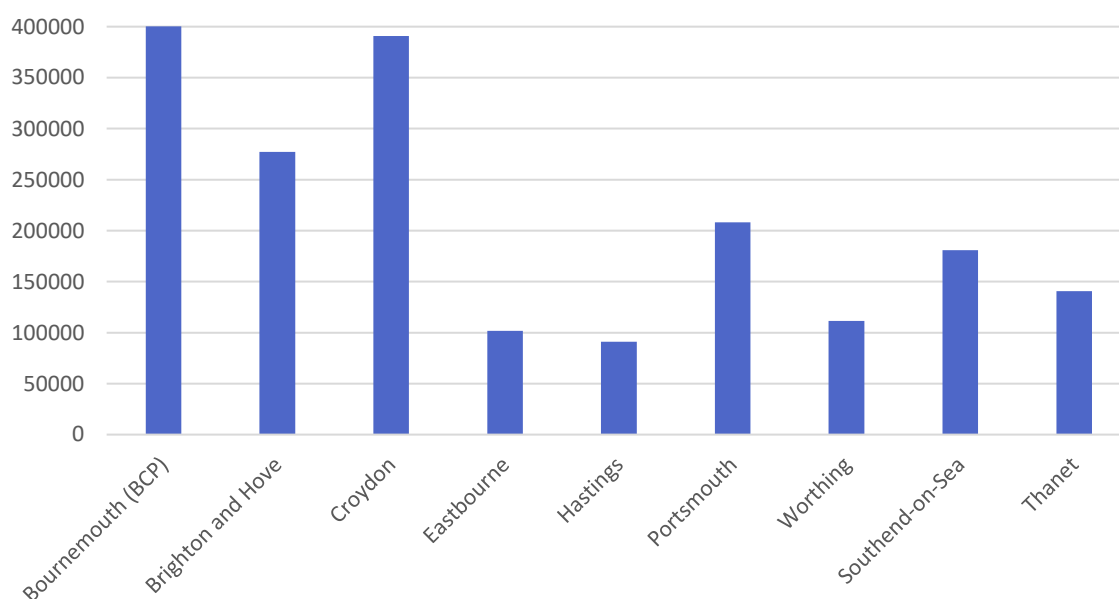


Figure 1. Population by selected comparable authorities (Source: Census 2021).

Brighton & Hove have been compared to a number of comparable authorities and the national average where appropriate.

1.2 Household size

Household size (all tenures) provides an insight into how dwellings are occupied (Figure 2)³.

¹ Wikipedia, February 2023, https://en.wikipedia.org/wiki/Brighton_and_Hove_City_Council

² Office for National Statistics – Census 2021, <https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/bulletins/populationandhouseholdestimatesenglandandwales/census2021>

³ Office for National Statistics – Census 2021, <https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/bulletins/populationandhouseholdestimatesenglandandwales/census2021>

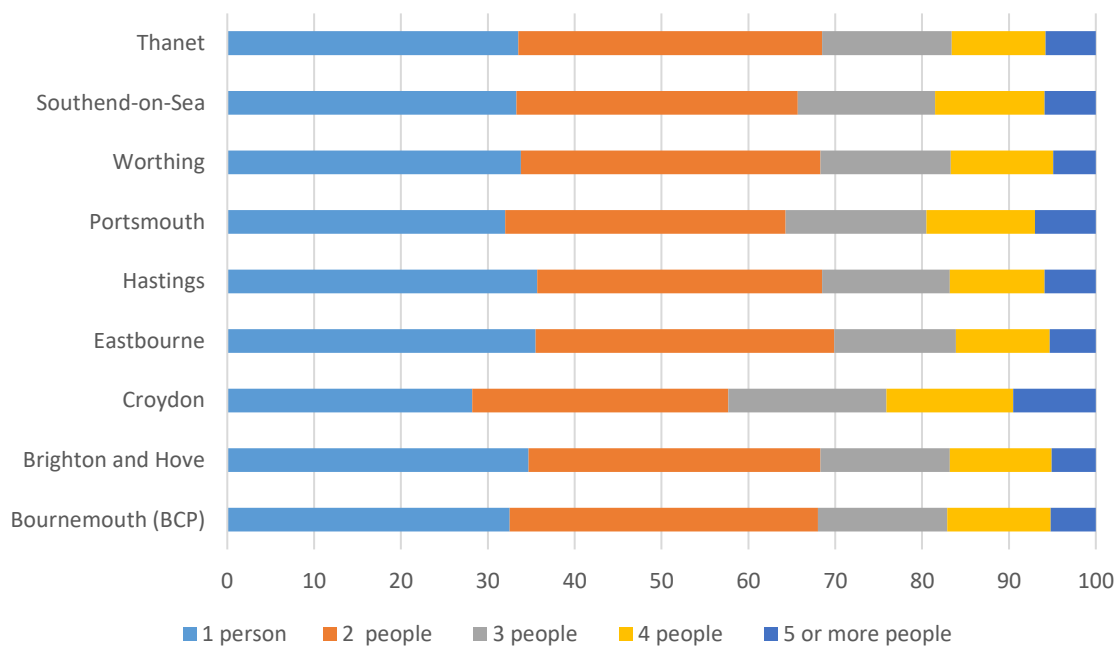


Figure 2. Household size (all tenures) by selected comparable authorities (Source: Census 2021).

1.3 Deprivation

The Indices of Multiple Deprivation 2019 (IMD 2019) provide a set of relative measures of deprivation for LSOAs (Lower-layer super output areas) across England, based on seven domains of deprivation⁴.

To produce the ward level data, LSOAs have been matched to new wards using an Open Geoportal lookup table. It should be noted that LSOA areas that fit all or part in the new wards have been included in that ward. Therefore, some LSOAs have been included within more than one ward due to the poor match between LSOA and new ward areas. An average decile of LSOAs linked to new wards is then calculated. Average IMD 2019 decile aggregated at ward level reveals a clear picture of ward level deprivation (Figure 4 & Map 1). 1.0 on the graph represents the most deprived 10% areas and 5.0 represents 50% most deprived.

Brighton & Hove has a mixture of high and low deprivation wards. 9 of 23 wards have aggregated IMD rankings below the national average (Figure 4).

⁴ ONS 2019 <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019>.

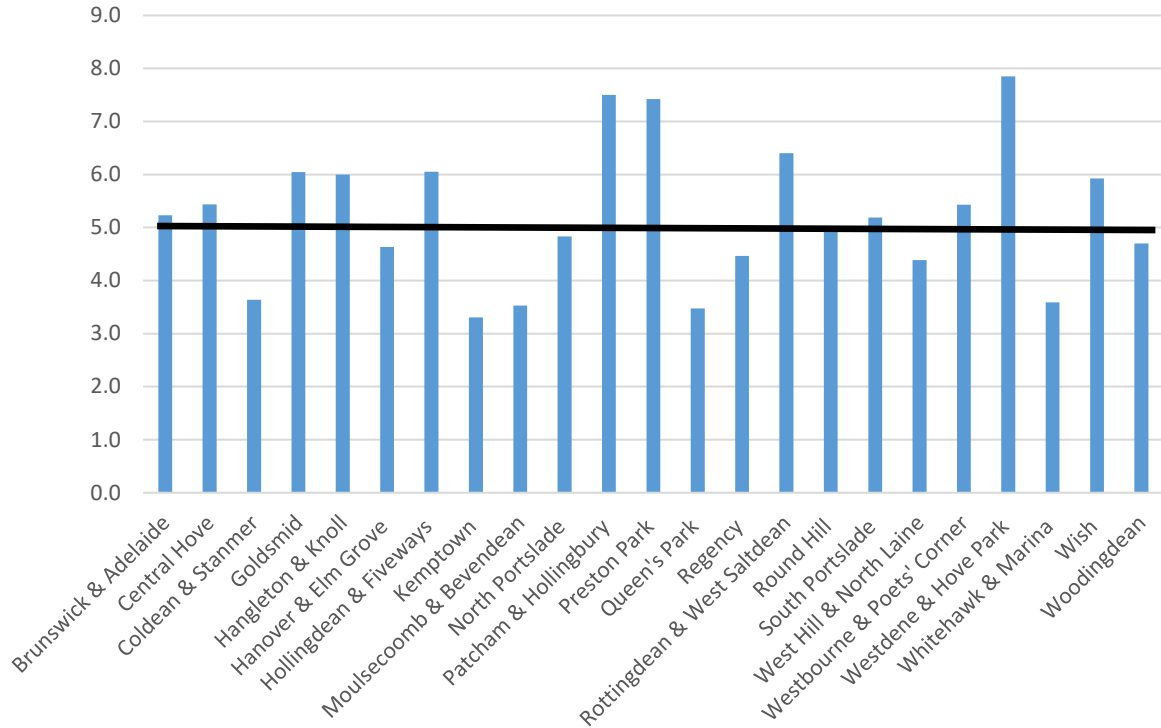
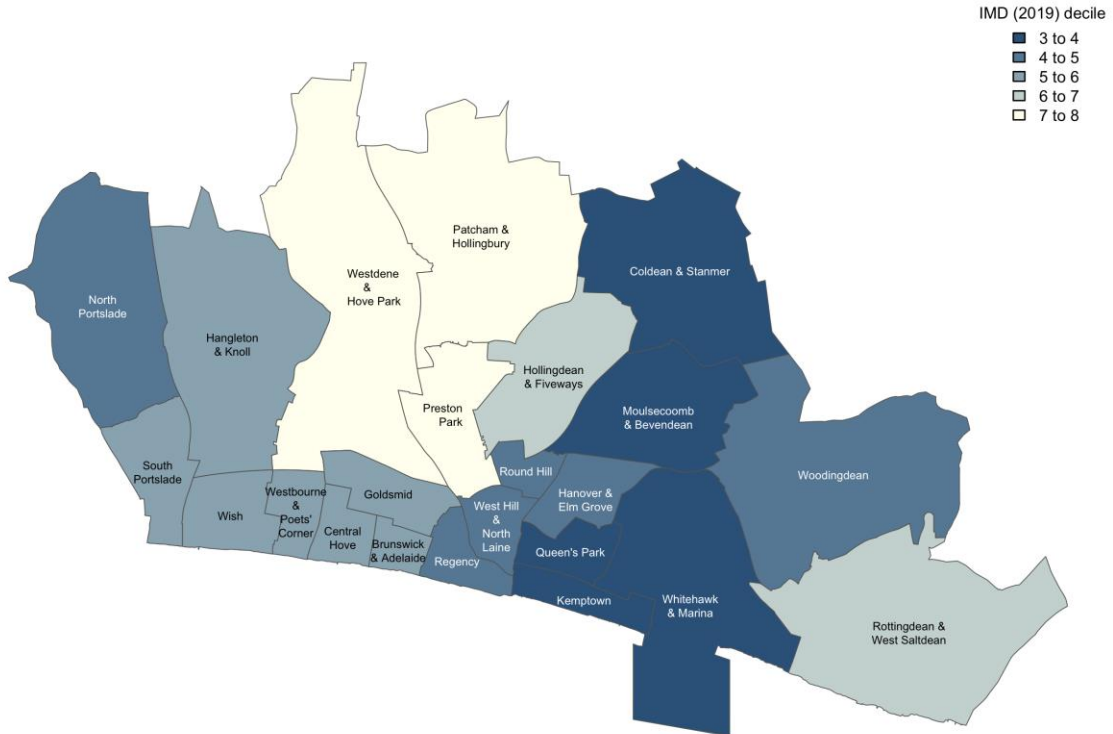


Figure 3. Average IMD (2019) decile by ward (Source: IMD 2019). Horizontal line shows the national average (5)



Map 1. Distribution of Average IMD (2019) decile by ward (Source: ONS 2019, Map by Metastreet).

1.4 Fuel Poverty

Fuel poverty is defined by the Warm Homes and Energy Conservation Act. A household is considered to be fuel poor if they have required fuel costs that are above average (the national median level); and, were they to spend that amount, they would be left with a residual income below the official poverty line.

The fuel poverty score was produced by the Department for Business, Energy & Industrial Strategy using 2019 data and published in 2021. Over the next 12 months these figures are likely to change significantly as a result of acute fuel price increases. Notwithstanding this, Brighton & Hove has a lower proportion in fuel poverty (10.5%) than the national average (13.4%) (Figure 4)⁵.

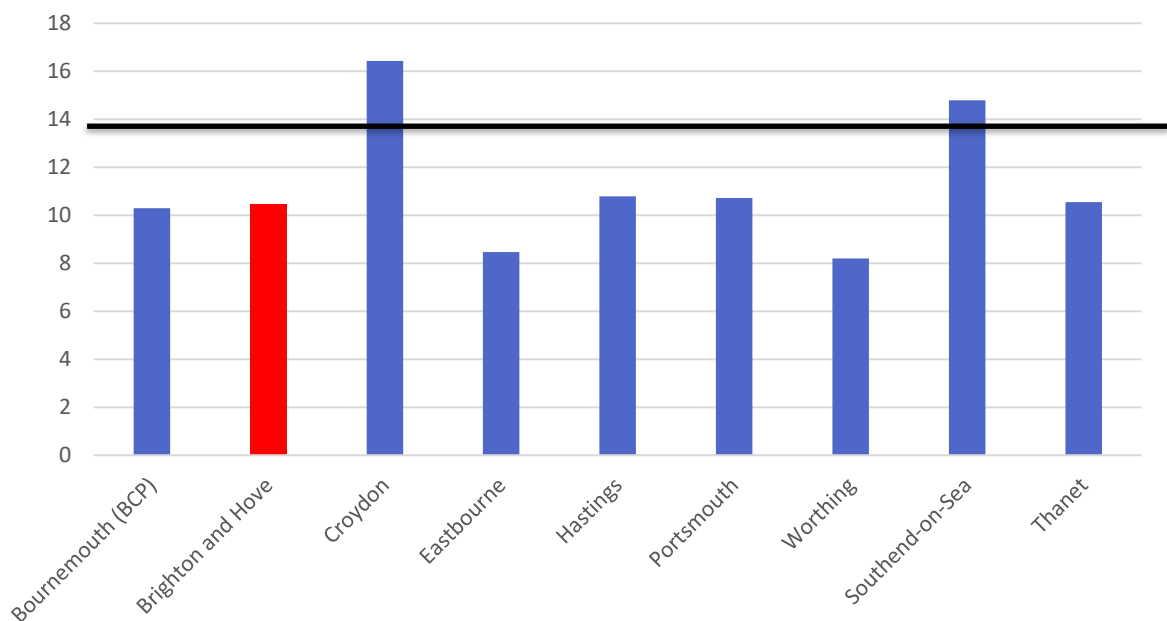


Figure 4. Proportion of households in fuel poverty (%) by selected comparable authorities (BEIS 2019). Horizontal line shows England average (13.4%).

⁵ Department for Business, Energy & Industrial Strategy 2021 <https://www.gov.uk/government/statistics/sub-regional-fuel-poverty-data-2021>

1.5 Rented property possession claim rates

Brighton & Hove have a below average rented property possession rate nationally, with 27.8 claims per 10,000 households in 2023⁶ (Figure 6). The average number of claims for authorities in England was 36.6 per 10,000.

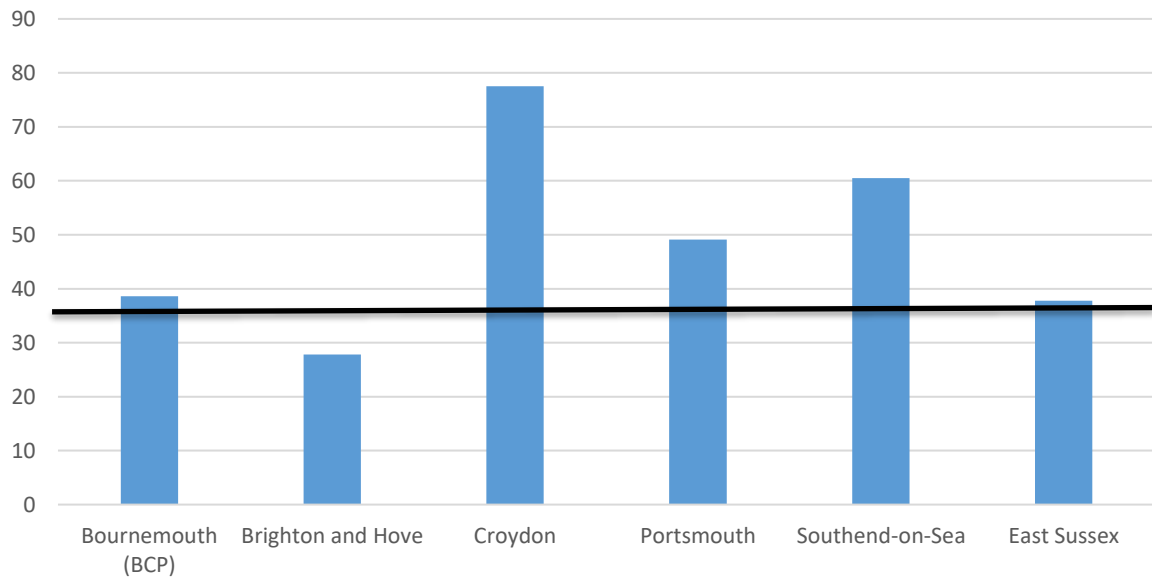


Figure 5. Number of possession claims issued by landlords per 10,000 households (selected comparable authorities) 2022/23 (MOJ 2023) Black line equals English authorities mean average 36.6 per 10,000 households.

⁶ MOJ Possession claims by local authority (2023) https://lginform.local.gov.uk/reports/lgastandard?mod-metric=3498&mod-area=E06000031&mod-group=AllSingleTierAndCountyLaInCountry_England&mod-type=namedComparisonGroup

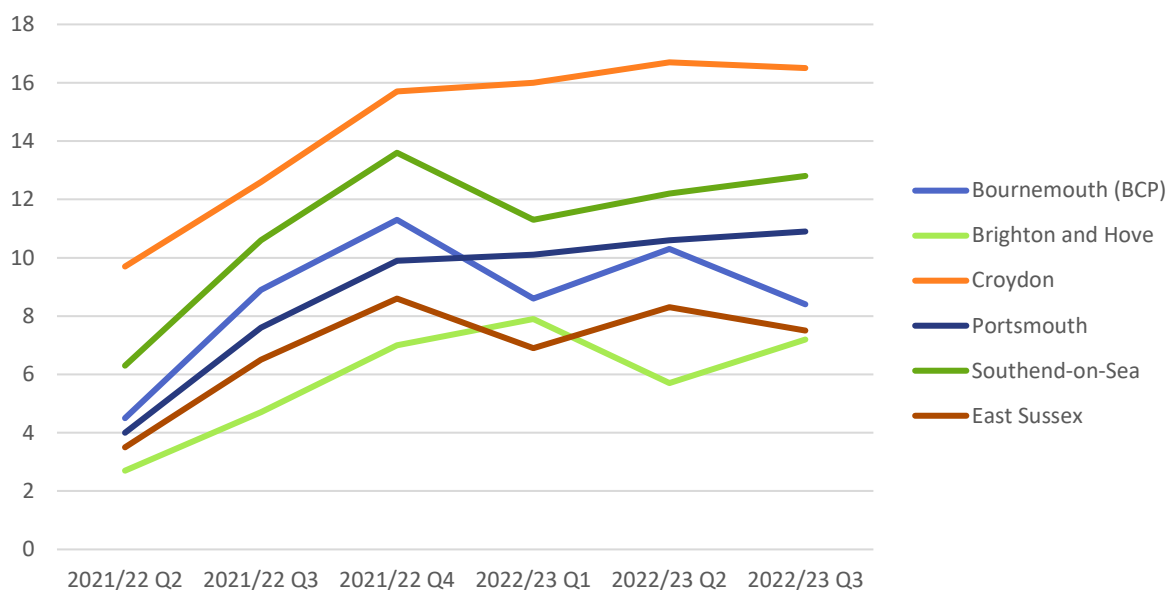


Figure 6. Number of possession claims issued by landlords per 10,000 households (selected comparable authorities) Q2 2/22 to Q3 2022/23 (MOJ 2023) No data for Hastings or Worthing.

1.6 Homelessness

Local authorities are required by law to either provide accommodation to homeless households (the main homelessness duty), work to stop households becoming homeless (the homelessness prevention duty) or relieve homelessness when it does occur (the homelessness relief duty).

424 households were owed a prevention or relief duty July to September 2022 (Figure 7). The homelessness prevention or relief duty rates (July to September 2022) per 10,000 population are 15.3 ⁷.

⁷ Department for Levelling Up, Housing and Communities, Homelessness, <https://www.gov.uk/government/statistical-data-sets/live-tables-on-homelessness> <https://data.london.gov.uk/dataset/homelessness>

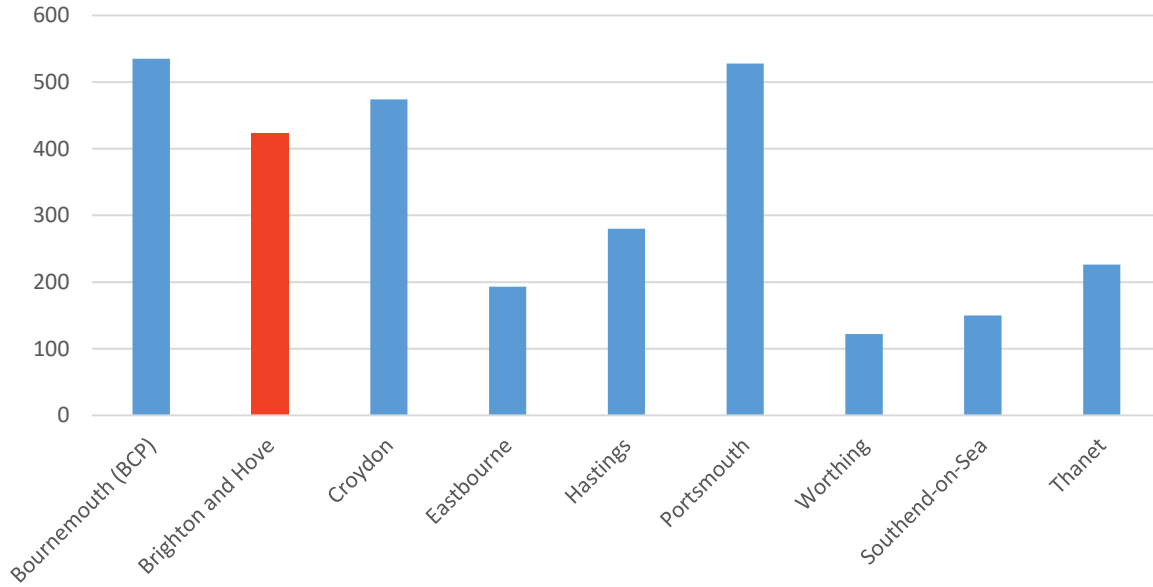


Figure 7. Households owed a prevention or relief duty July to September 2022 (selected comparable authorities)

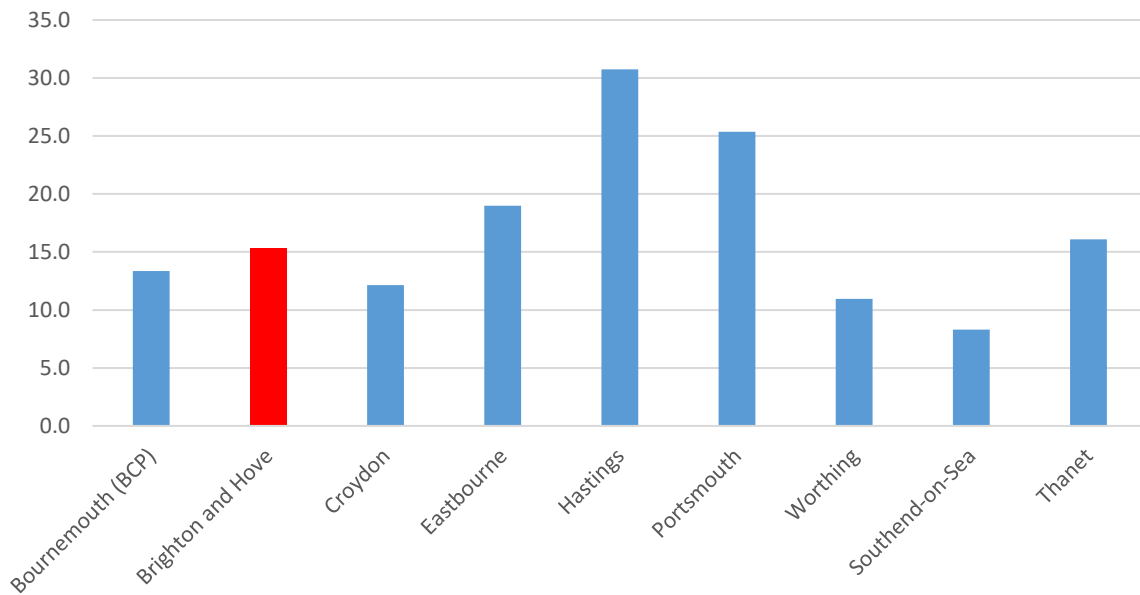


Figure 8. Homelessness prevention or relief duty rates (July to September 2022) per 10,000 population (selected comparable authorities)

1.7 Rents and affordability

Private rents vary by area. As this report is concerned with housing conditions and other housing stressors, we have looked at the average (median) rents for all dwellings. Brighton & Hove has above average rents for England (£1100), (Figure 9)⁸. The national average is £795.

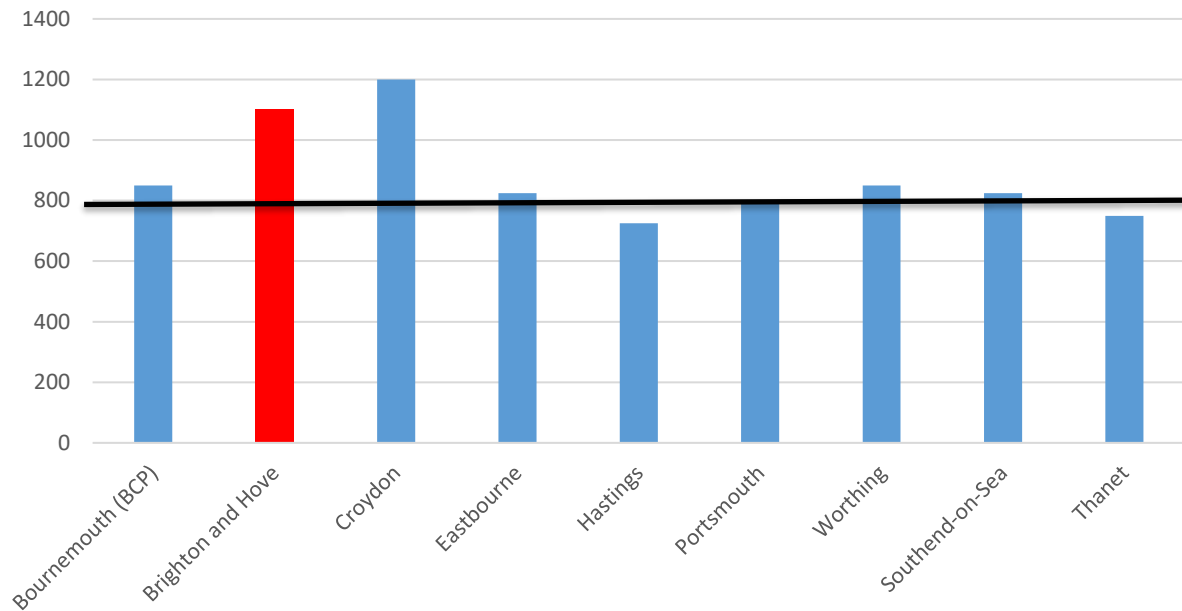


Figure 9. Median monthly rents (all dwelling types) (Source: VOA 2022). Horizontal black line shows national average (£795)

⁸ ONS 2022 Private rental market summary statistics
<https://www.ons.gov.uk/peoplepopulationandcommunity/housing/bulletins/privaterentalmarketsummarystatisticsinengland/april2021tomarch2022#rental-prices-by-region>

2 Results of housing stock and stressor modelling

2.1 Methodology

Tenure Intelligence (Ti) uses council held and publicly available data to identify tenure and analyse property stressors, including property conditions and ASB.

Data trends at the property level are analysed using machine learning to help predict the tenure of individual properties where they are not already known. Metastreet has worked with the council to create a residential property data warehouse. This has included linking millions of cells of council and externally held data to 134,717 unique property references (UPRN), excluding parent and non-dwellings.

Machine learning is used to make predictions for each tenure and property condition based on a sample of known tenures and outcomes. Results are analysed to produce a summary of housing stock, predictions of Category 1 hazards (HHSRS) and other stressors. To achieve the maximum accuracy, unique models are built for each council and tenure, incorporating individual authority data and using local known outcomes to train predictive models. Where a tenure or outcome is already known by the authority, this will be added to the final model.

Once the data warehouse was created, statistical modelling was used to determine tenure using the methodology outlined below. All specified and requested council held longitudinal data is 5 consecutive years, from April 2017 – March 2022.

Different combinations of risk factors were systematically analysed for their predictive power in terms of key outcomes. Risk factors that duplicated other risk factors but were weaker in their predictive effect were systematically eliminated. Risk factors that were not statistically significant were also excluded through the same processes of elimination.

For each UPRN a risk score was calculated using logistic regression. The selected risk factors have a better or worse than evens chance of being predictive. A decision tree model is then used to allocate properties to predefined outcomes.

A number of predictive models have been developed as part of this project which are unique to Brighton and Hove. Known stressors linked to individual properties have been modelled to calculate population level incidences and rates.

It is important to note that this approach can never be 100% accurate as all large datasets and statistical models include some level of error. A more detailed description of the methodology and the specific factors selected to build predictive models for this project can be found in Appendix 2.

Metastreet was asked to exclude HMOs that have been licenced under part 2 of the Housing Act 2004 from the PRS stressors results, including housing conditions, ASB, service requests and council interventions. This resulted in the removal of 4,208 known HMO properties from the master PRS dataset. However, all PRS dwellings have been accounted for in the population and distribution section to enable the council to compare data with other authorities and government statistics.

2.2 Results - Private rented sector

2.2.1 Population and distribution

The private rented sector (PRS) in Brighton & Hove has grown steadily since 2011⁹.

Based on tenure modelling (2023), Brighton & Hove's PRS is now calculated to be 35.8% of all housing stock (Figure 10). The 2021 Census reports the PRS in Brighton & Hove to be 32.7%. The difference is likely to be a result of absent student households (national & international) and migrant worker households as a result of the March 2021 government-imposed coronavirus lockdown measures¹⁰. Further details of the differences between the Census 2021 and Ti 2023 results can be found in Appendix 2.

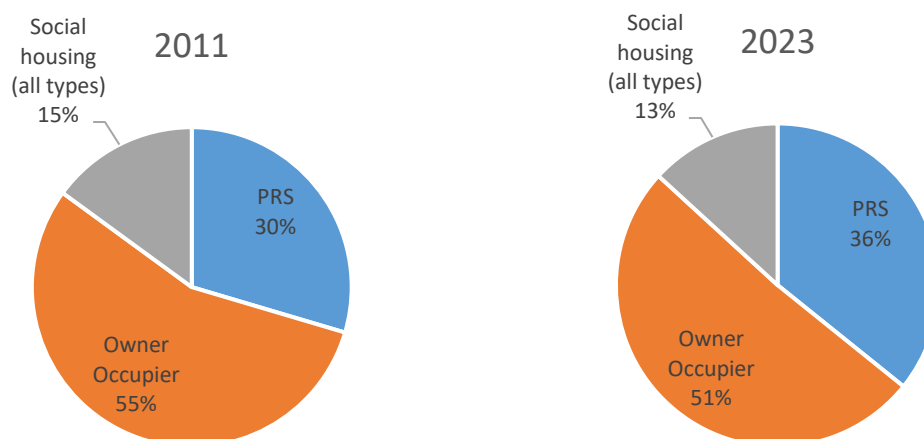


Figure 10. Tenure profile 2011 & 2023 (Source: ONS & Metastreet Ti model).

⁹<https://data.london.gov.uk/dataset/census-2001-key-statistics-18-tenure> <https://data.london.gov.uk/dataset/2011-census-housing>

¹⁰Timeline of UK government coronavirus lockdowns and restrictions, <https://www.instituteforgovernment.org.uk/data-visualisation/timeline-coronavirus-lockdowns>

Tenure percentage change over the last two decades in Brighton & Hove has been consistent with the national trend, owner occupation decreasing while private renting increasing.

This PRS increase is part of a long term nationwide and regional trend. The PRS in the UK has grown from 9.4% of housing stock in 2000 ¹¹ to 19% of households 2021 ¹². The 2021 census suggests the PRS is now at least 20%. The PRS remains the second largest housing tenure in England. ¹³.

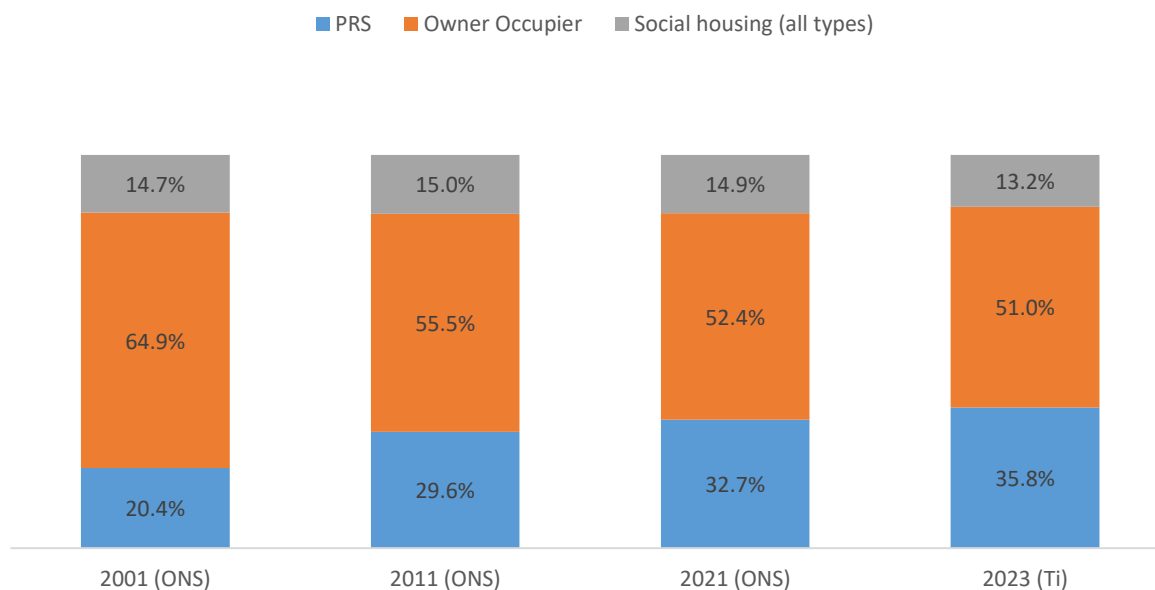


Figure 11. Brighton & Hove tenure change and total housing stock, 2001, 2011, 2021 & 2023 (Source: ONS & Ti).

	2011 (ONS- households)	2021 (ONS- households)	2023 (Ti -dwellings)
PRS	35,959	39,684	48,206
Owner occupier	67,394	63,667	68,741
Social housing	18,187	18,051	17,770
Total	12,1540	121,402	134,717

Table 1. Number of households & dwellings by tenure 2011, 2021 & 2023 dwellings by ward (Source: ONS & Ti 2023).

¹¹ The profile of UK private landlords Scanlon K & Woodhead C CML research. LSE London. December 2017 www.cml.org.uk

¹² EHS Headline 2021-2022, <https://www.gov.uk/government/statistics/english-housing-survey-2021-to-2022-headline-report/english-housing-survey-2021-to-2022-headline-report#section-2-housing-stock>

¹³ EHS Headline 2021-2022, <https://www.gov.uk/government/statistics/english-housing-survey-2021-to-2022-headline-report/english-housing-survey-2021-to-2022-headline-report#section-2-housing-stock>

The data in Table 1 show a clear discrepancy between Census recorded households (2021) and the number of known dwellings (Ti 2023), with at least 13,315 households missing from the Census data.

The PRS in Brighton & Hove is distributed across all 23 wards (Figure 12). The number of PRS dwellings per ward ranges from 4,000 (Brunswick & Adelaide) to 591 (Coldean & Stanmer).

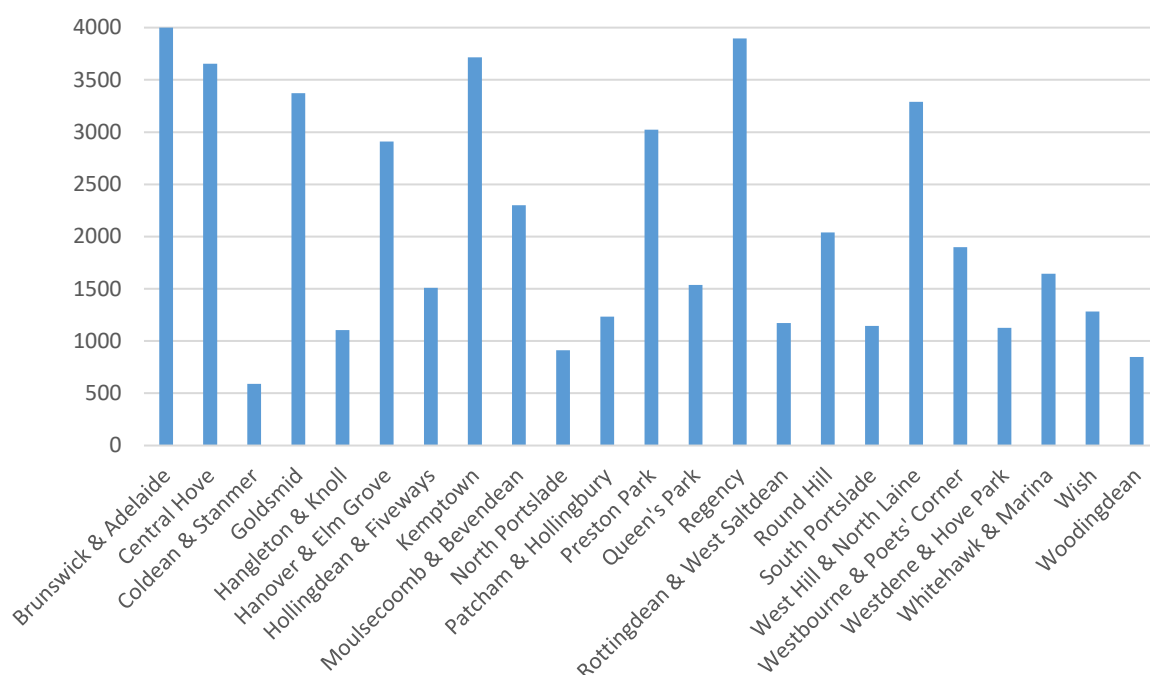


Figure 12. Number of PRS dwellings by ward (Source: Ti 2023).

The percentage of PRS properties in each ward ranges between 59.8% (Brunswick & Adelaide) and 17.7% (Hangleton & Knoll) (Figure 13). Therefore, 20 out of 23 Brighton & Hove have a higher percentage PRS than the national average in 2022 (19%)¹⁴.

¹⁴ EHS Headline 2021-2022, <https://www.gov.uk/government/statistics/english-housing-survey-2021-to-2022-headline-report/english-housing-survey-2021-to-2022-headline-report#section-2-housing-stock>

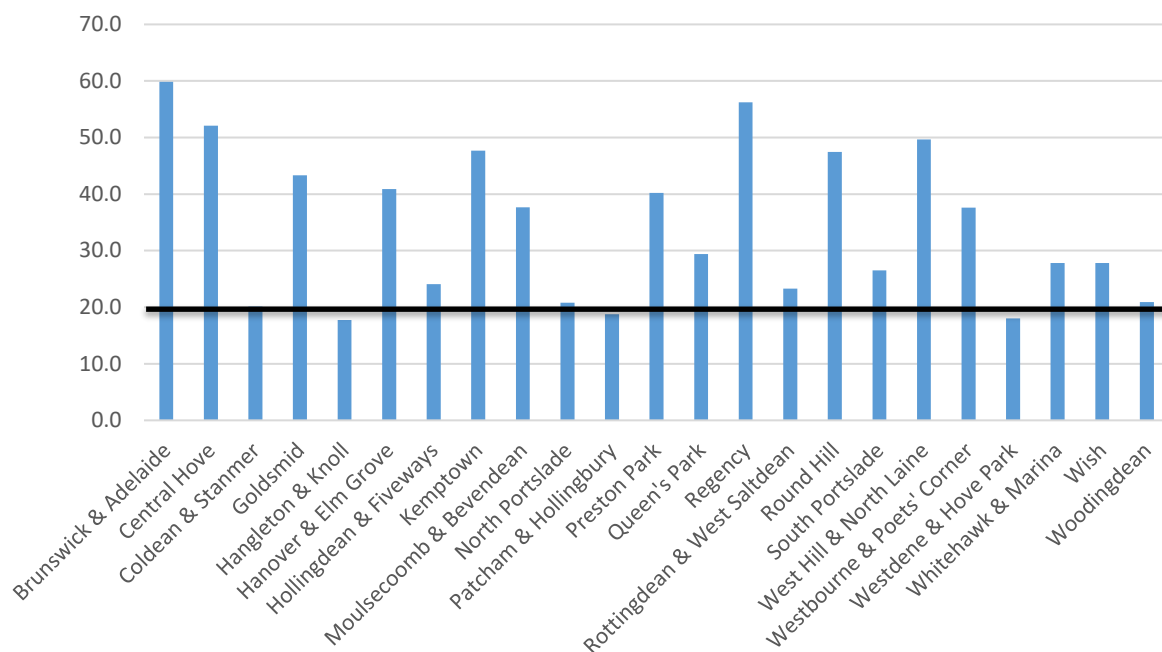


Figure 13. Percentage of PRS dwellings by each ward (Source Ti 2023). Horizontal black line shows national average 2021 (20%)

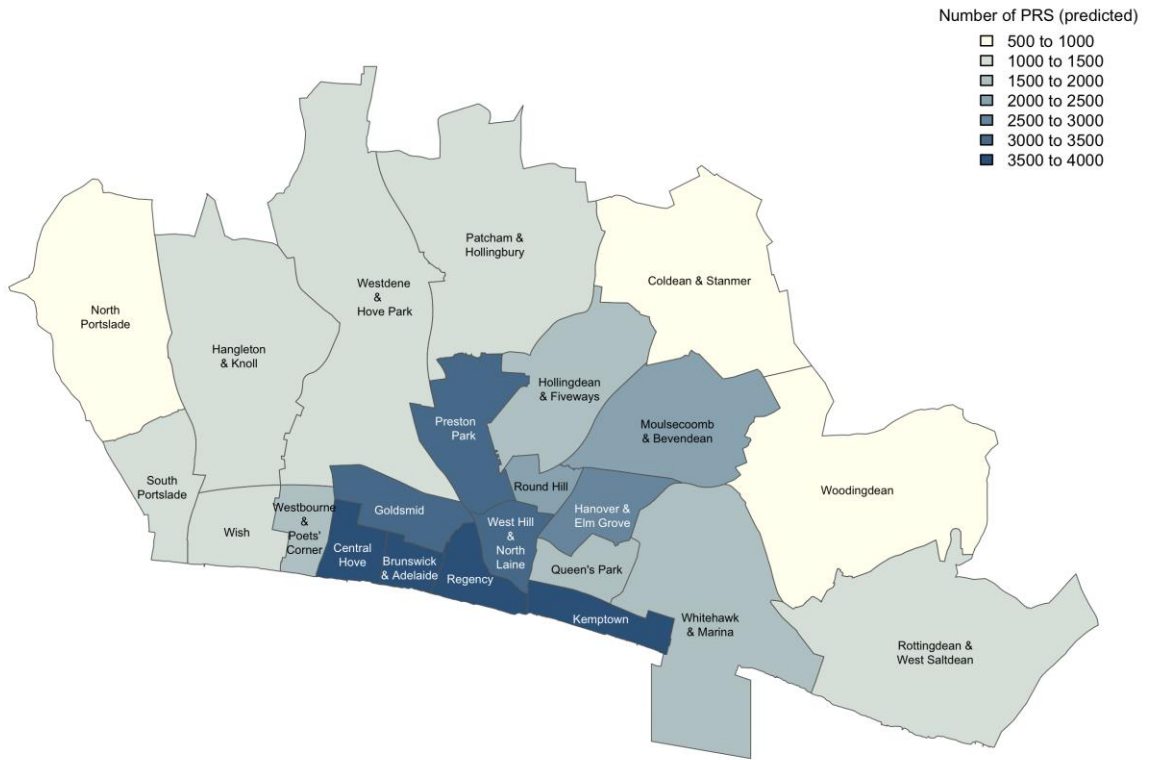
The table below shows the total PRS dwellings in each ward and the percentage PRS compared to the total housing stock.

Wards (May 2023)	No. PRS (predicted)	% PRS (%)
Brunswick & Adelaide	4,000	59.8
Central Hove	3,655	52.1
Coldean & Stanmer	591	20.1
Goldsmid	3,372	43.3
Hangleton & Knoll	1,104	17.7
Hanover & Elm Grove	2,910	40.9
Hollingdean & Fiveways	,1510	24.1
Kempton	3,714	47.7
Moulsecoomb & Bevendean	2,301	37.7
North Portslade	911	20.8
Patcham & Hollingbury	1,233	18.8
Preston Park	3,024	40.2
Queen's Park	1,536	29.4
Regency	3,897	56.2
Rottingdean & West Saltdean	1,173	23.3
Round Hill	2,040	47.5
South Portslade	1,144	26.5
West Hill & North Laine	3,289	49.7

Westbourne & Poets' Corner	1,899	37.6
Westdene & Hove Park	1,127	18.1
Whitehawk & Marina	1,643	27.8
Wish	1,284	27.8
Woodingdean	849	20.9

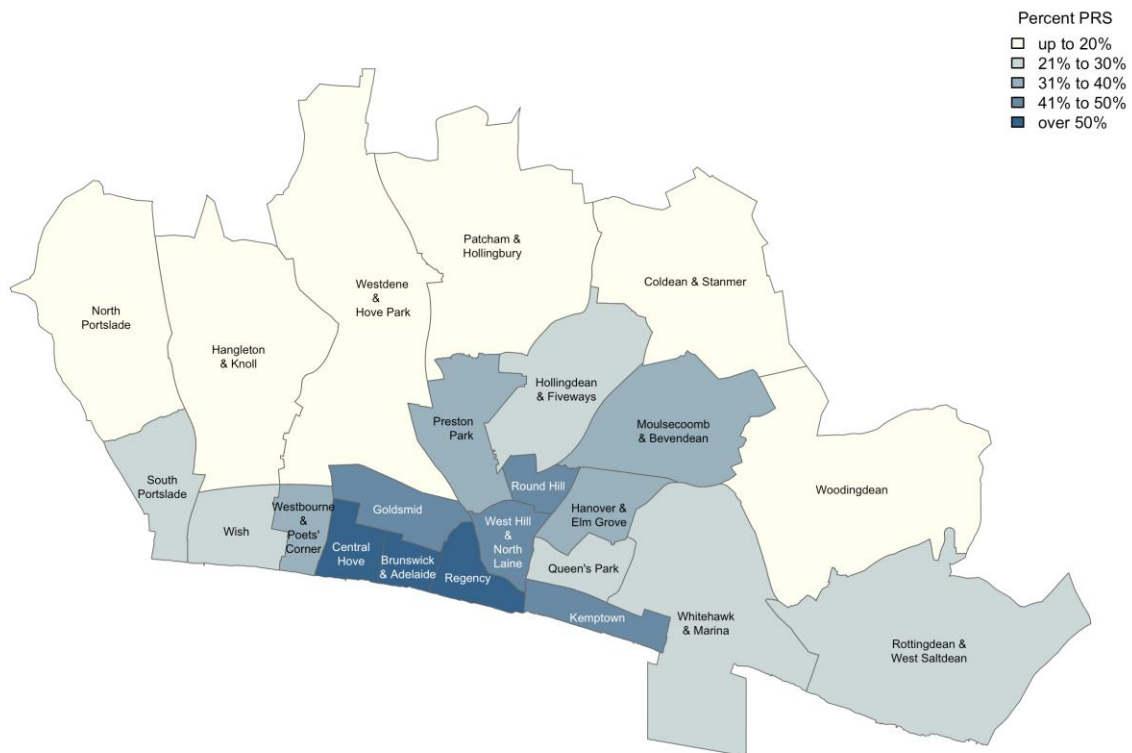
Table 2. Number and percentage of PRS properties by ward (Source Ti 2023).

PRS properties are distributed across the city (Map 2 & 3). There is a clear concentration of PRS dwellings in the central seafront wards.



Map 2. Number of PRS properties in Brighton & Hove (Source: Ti 2023, Map by Metastreet).

Brunswick & Adelaide has the highest percent PRS (59.8%) and Hangleton & Knoll has the lowest concentration (17.7%) (Map 3).



Map 3. PRS properties as percentage of dwellings in Brighton & Hove (Source: Ti 2023, Map by Metastreet).

2.2.2 Housing conditions (excluding known HMOs)

Housing conditions are affected by the level of maintenance and quality of repair, the age of the property, thermal efficiency, and type of construction. Category 1 (HHSRS) hazards have a physiological or psychological impact on the occupant and may result in medical treatment.¹⁵ There is also serious impact on public services, hazardous conditions in the PRS cost the NHS around £340 million a year.¹⁶

¹⁵ Housing Health and Rating System, Operation Guidance, 2006, https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/15810/142631.pdf

¹⁶ House of Commons Committee of Public Accounts: <https://committees.parliament.uk/committee/127/public-accounts-committee/news/165326/pac-private-rented-housing-failing-far-too-often-to-provide-safe-and-secure-homes/>

In 2022, 14% of private rented dwellings in England had at least one Category 1 hazard; this was a higher proportion than the average for the total housing stock (10%). Furthermore, the private rented sector had the highest proportion of non-decent homes (23%)¹⁷. It is notable that there is a gradient of risk with age of the property, the risk being greatest in dwellings built before 1900, and lowest in the more energy efficient dwellings built after 1980¹⁸.

A local authority’s property age profile can have an impact on housing conditions. Brighton & Hove has a high number of residential properties (57.8%) built pre-Second World War (Figure 14)¹⁹.

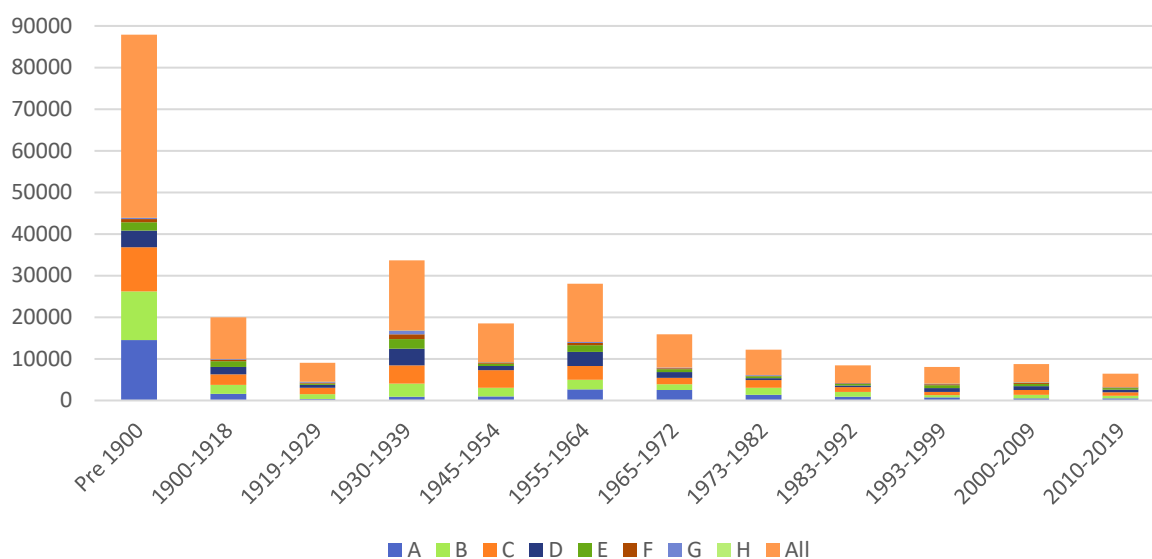


Figure 14. Housing Stock Age Profile and Council Tax band (Source: VOA 2019).

A city’s property type profile offers an indication of housing density, construction type and other population factors. The most common private rented property type in Brighton & Hove are flats (66%), while bungalow is the least common property type (3%) (Figure 15).

¹⁷ EHS Headline 2021-2022, <https://www.gov.uk/government/statistics/english-housing-survey-2021-to-2022-headline-report/english-housing-survey-2021-to-2022-headline-report#section-2-housing-stock>

¹⁸ Housing Health and Rating System, Operation Guidance, 2006, https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/15810/142631.pdf

¹⁹ VOA 2019 <https://www.gov.uk/government/statistics/council-tax-stock-of-properties-2019>

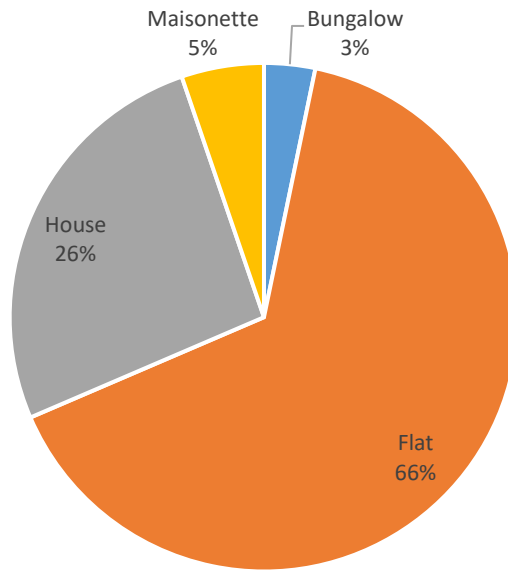


Figure 15. Private rented property type as a percent of total (Source: BHCC matched EPC records 2023).

Using a training sample of properties that are known to have at least one serious housing hazard (Category 1 and high scoring Category 2, HHSRS), it is possible to predict the number of PRS properties with at least one serious hazard across the city (Figure 16), further details of the methodology can be found in Appendix 2.

There are 8,869 private rented properties in Brighton & Hove that are likely to have at least 1 serious housing hazard (Category 1 and high scoring Category 2, HHSRS). PRS properties with serious hazards are distributed across the city. Regency (891) and Brunswick & Adelaide (849) have the highest number of properties with at least one Category 1 hazard (Figure 16 & Map 4).

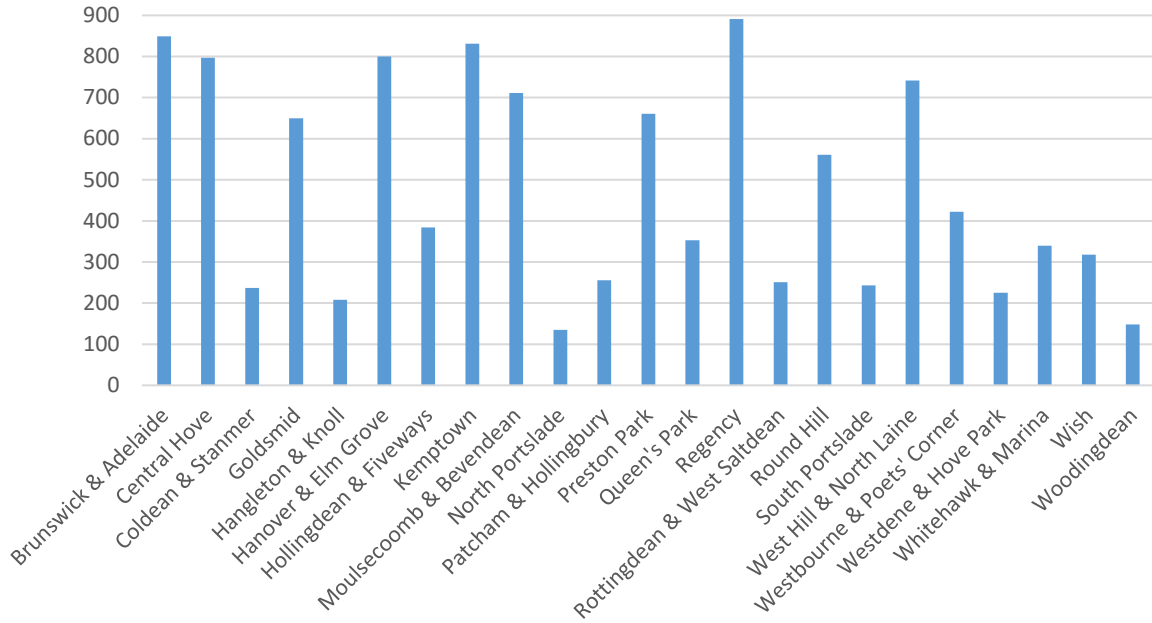
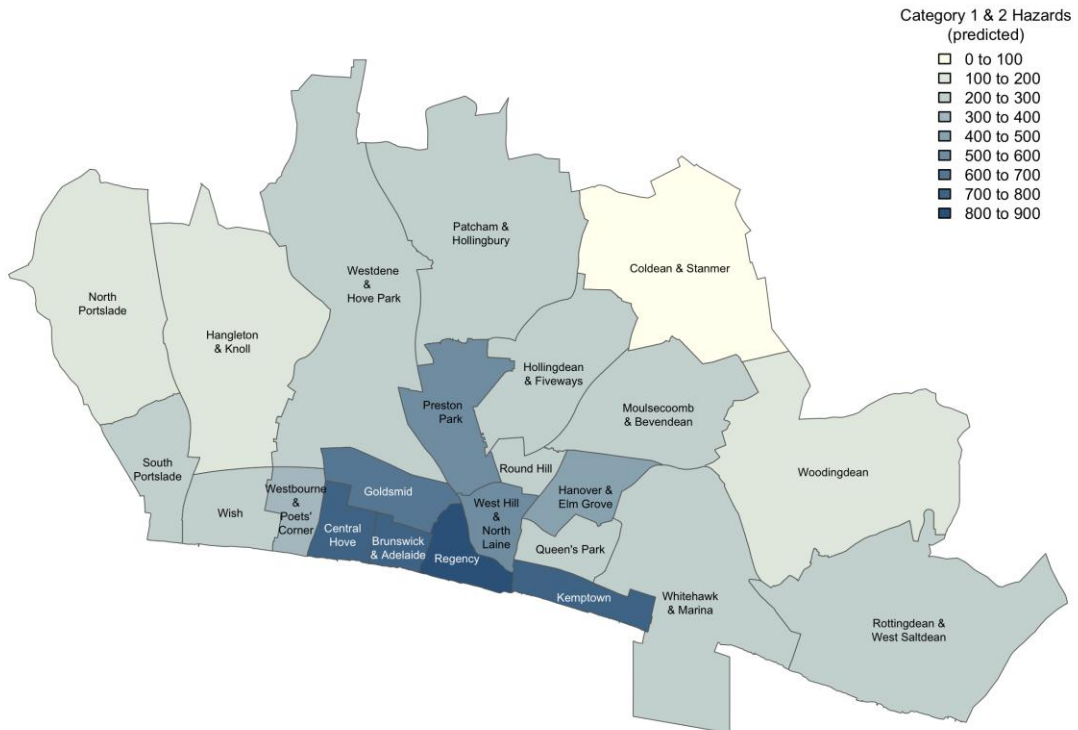


Figure 16. Predicted number of dwellings with serious hazards by ward (Source: Ti 2023).

Category 1 hazards in the PRS are distributed across the whole city.



Map 4. Distribution of PRS dwellings with Category 1 & 2 hazards (HHSRS) (Source: Ti 2023, map by Metastreet).

The rates of serious hazards per 100 PRS properties reveals a wide distribution across Brighton & Hove (Figure 17).

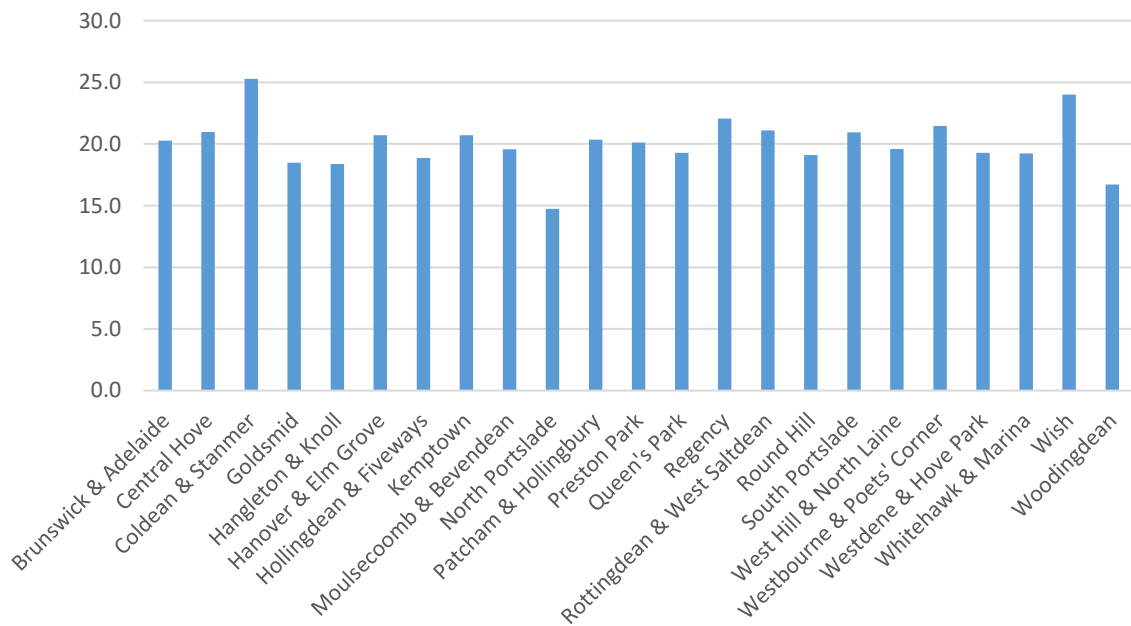
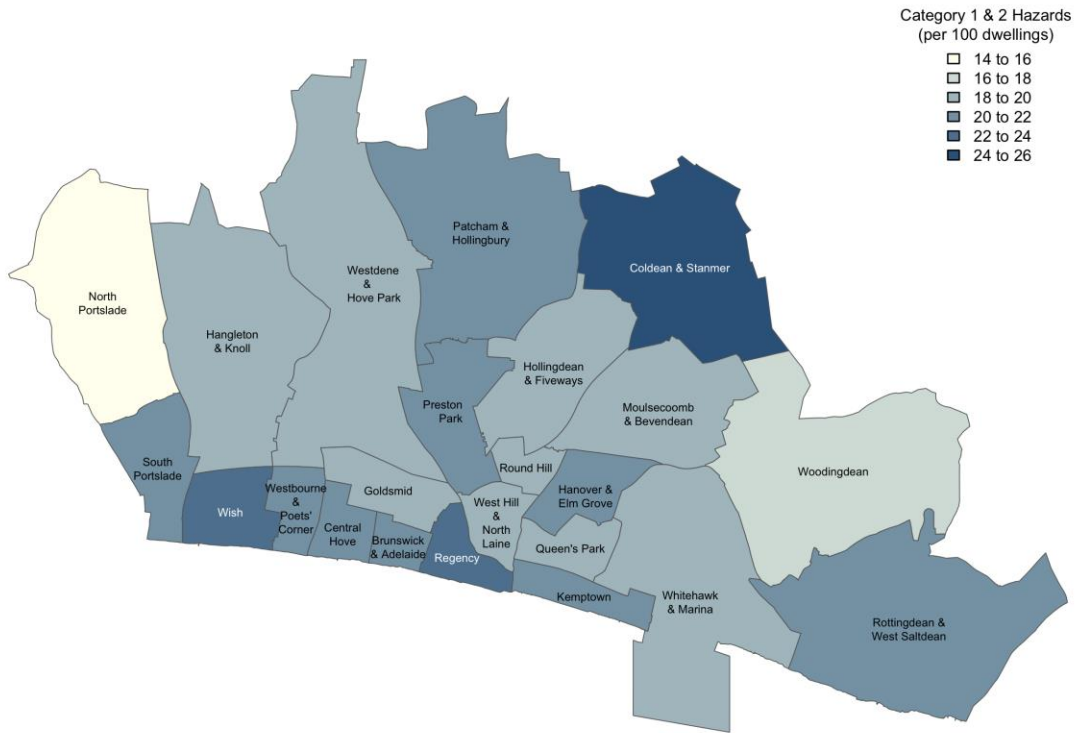


Figure 17. Rates per 100 PRS dwellings with predicted Category 1 & 2 by ward (Source: Ti 2023).



Map 5. Rates per 100 PRS dwellings with predicted Category 1 & 2 hazards by ward (Source: Ti 2023, map by Metastreet).

Complaints and service requests made by PRS tenants to the council about poor property conditions and inadequate property management are a direct indicator of low quality PRS. Brighton & Hove recorded 4,550 complaints and service requests from private tenants and others linked to PRS properties over a 5-year period (Figure 18).

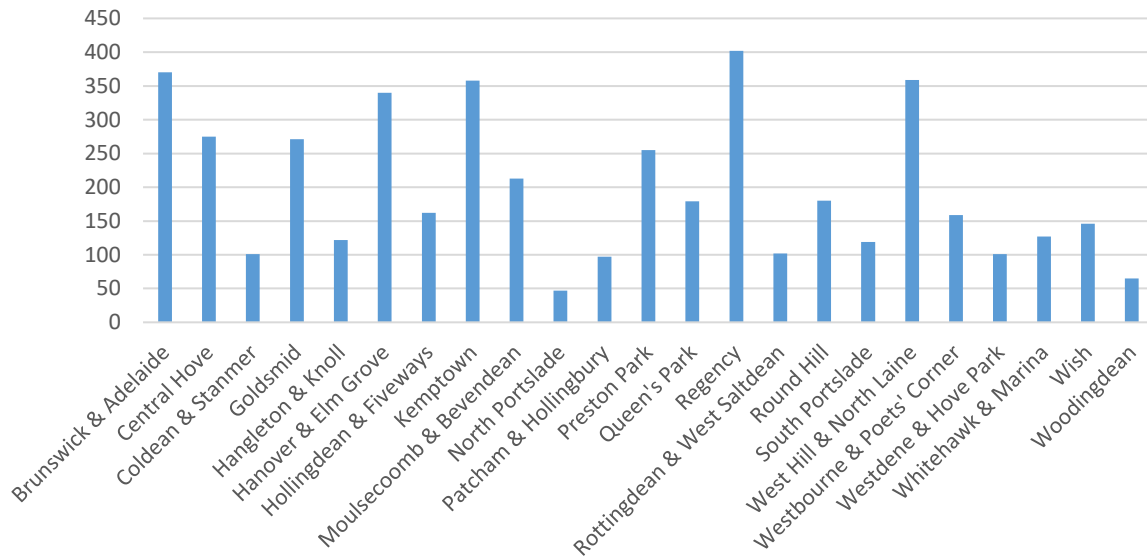
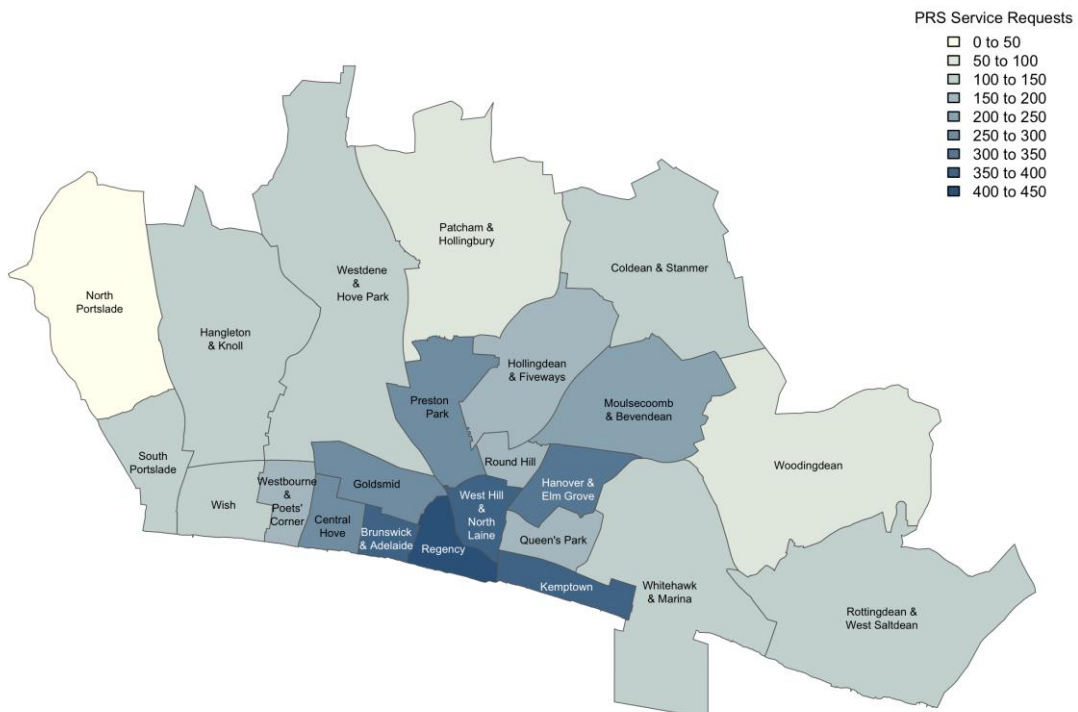


Figure 18. PRS complaints and service requests made by private tenants and others to the Council (Source Ti 2023)

Regency (402) and Brunswick & Adelaide (370) received most private tenant service requests and complaints by private tenants and others to the Council (Map 6).



Map 6. Distribution of PRS service requests and tenant complaints (Source: Ti 2023, Map by Metastreet).

An EPC rating is an assessment of a property's energy efficiency. It's primarily used by buyers or renters of residential properties to assess the energy costs associated with heating a house or flat. The rating is from A to G. A indicates a highly efficient property, G indicates low efficiency.

The energy efficiency of a dwelling depends on the thermal insulation of the structure, on the fuel type, and the size and design of the means of heating and ventilation. Any disrepair or dampness to the dwelling and any disrepair to the heating system may affect efficiency. The exposure and orientation of the dwelling are also relevant.

As part of this project **37,818** EPC ratings were matched to PRS properties (Figure 19). All figures have been modelled from this group.

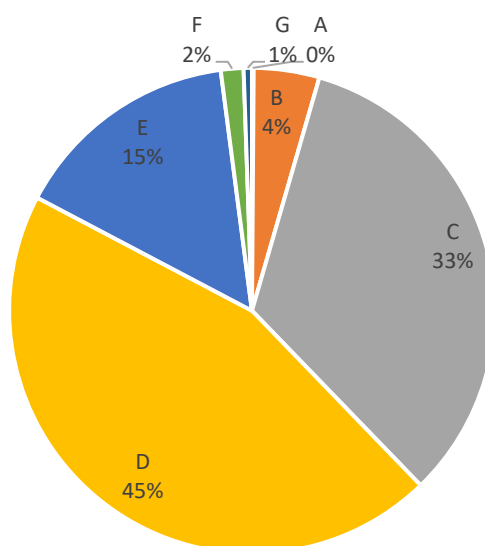


Figure 19. Distribution of Energy Performance Certificate ratings in PRS (Rating A-G) (Source: Ti 2023).

The Minimum Energy Efficiency Standard (MEES) came into force in England and Wales on 1 April 2018. The regulation applies to PRS properties and mandates that all dwellings must have an EPC rating of E and above to be compliant. It has been calculated using the matched addresses that 17.3% of PRS properties in Brighton & Hove have an E, F, and G rating. 2.1% of PRS properties have

an F and G rating (Figure 19). Extrapolated to the entire PRS, 923 PRS properties are likely to fail the MEES statutory requirement.

The statistical evidence shows that there is a continuous relationship between indoor temperature and vulnerability to cold-related death²⁰. The colder the dwelling, the greater the risk. The percentage rise in deaths in winter is greater in dwellings with low energy efficiency ratings. Children in cold homes are twice as likely to suffer from a variety of respiratory problems²¹. There is a gradient of risk with age of the property, the risk being greatest in dwellings built before 1850, and lowest in the more energy efficient dwellings built after 1980²². Therefore, the F and G properties present a serious risk to the occupants' health, particularly if over the age of 65 (Figure 19 & 20).

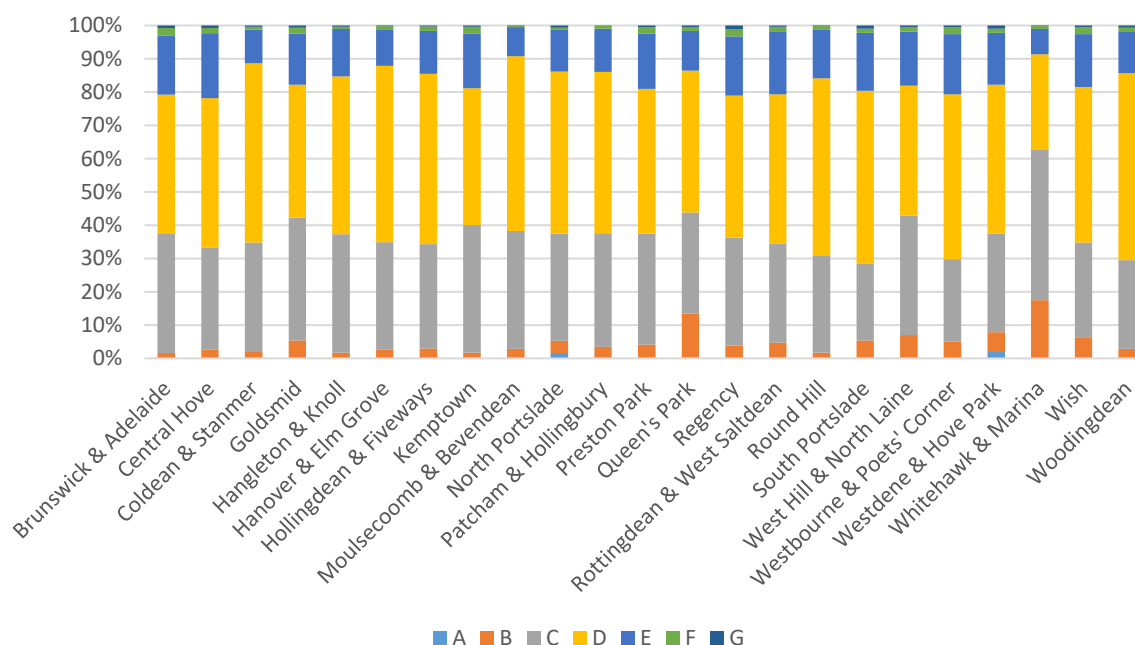


Figure 20. Energy Performance Certificate ratings in PRS by ward (Rating A-G) (Source: Ti 2023).

The difference between the current and potential energy performance score (EPC) helps owners of residential property understand what practicable improvements can be made to improve a properties energy performance. The gap between current and potential EPC scores represents the

²⁰ Housing Health and Rating System, Operation Guidance, 2006

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/15810/142631.pdf

²¹ Health Equity in England: The Marmot Review 10 Years On, 2020 <https://www.health.org.uk/publications/reports/the-marmot-review-10-years-on>

²² Housing Health and Rating System, Operation Guidance, 2006

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/15810/142631.pdf

opportunity to improve energy performance within a reasonable economic envelope (Figure 21 & 22).

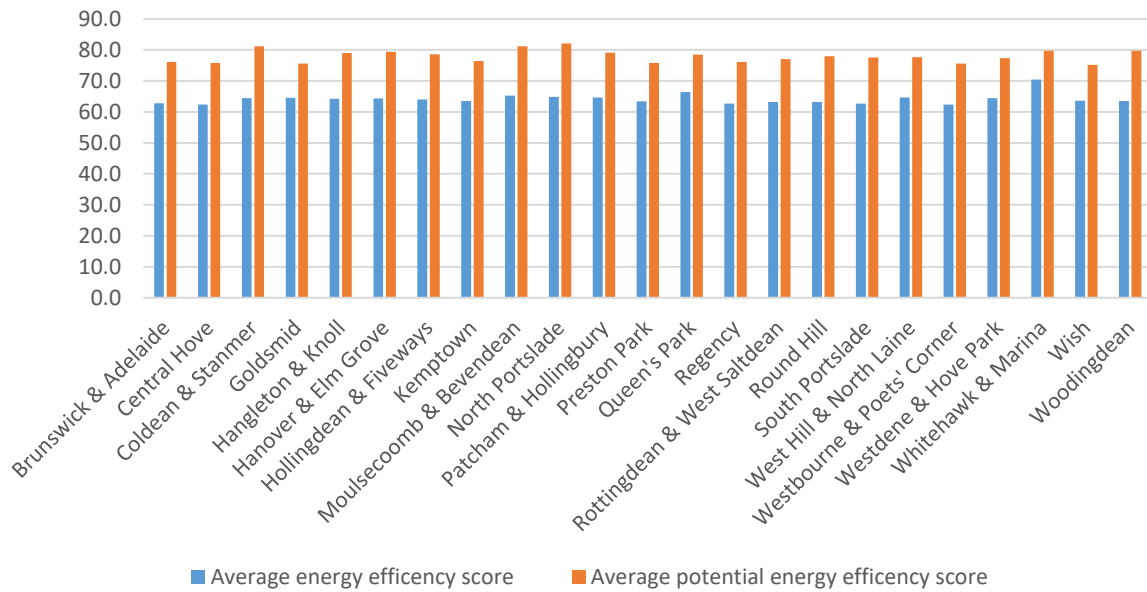


Figure 21. Current and Potential Energy Performance Certificate score (mean average) in PRS by ward (Source: Ti 2023).

North Portslade (17.2) PRS stock has the largest difference between current and potential energy efficiency score (Figure 22).

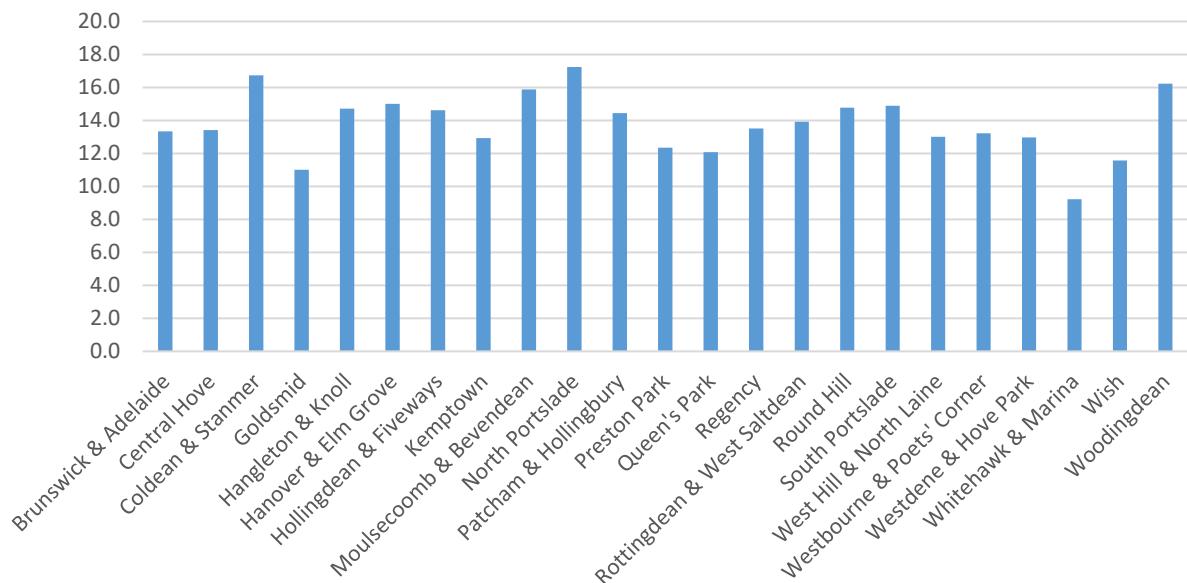


Figure 22. Difference between Current and Potential Energy Performance Certificate score (mean average) in PRS by ward (Source: Ti 2023).

2.2.3 PRS enforcement and regulation interventions (excluding known HMOs)

Brighton & Hove uses a range of statutory housing and public health notices to address poor housing standards in the PRS. Interventions can be a result of a complaint being made by a tenant about their accommodation or as a result of a proactive inspection. Over a 5-year period (2017-22) Brighton & Hove served 84 housing and public health notices (Figure 23).

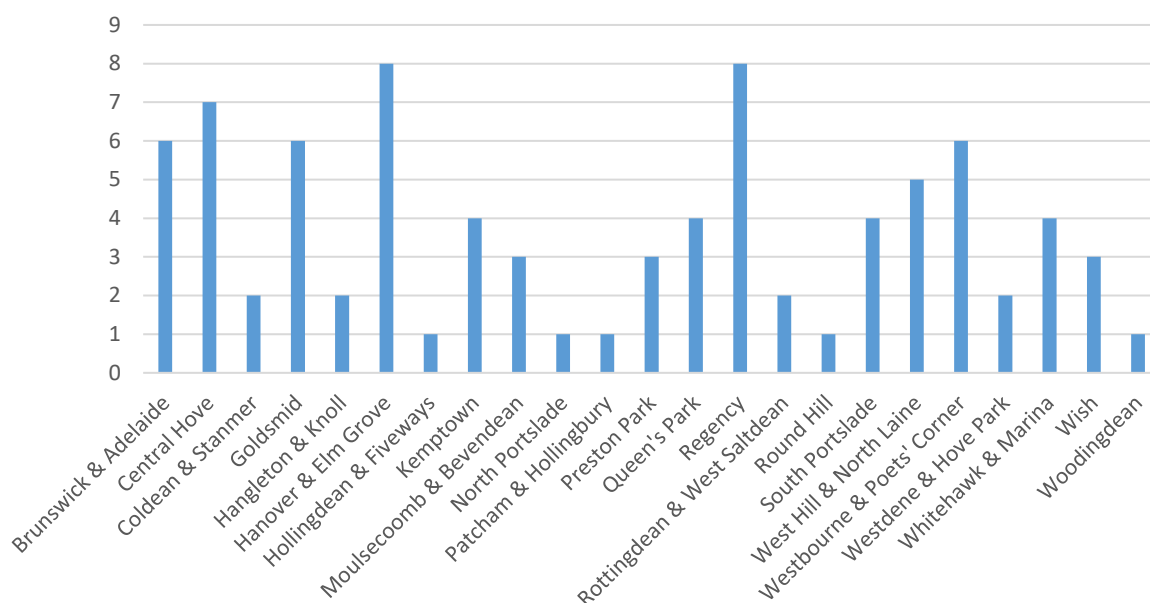


Figure 23. Statutory housing notices served on PRS properties (Source: Ti 2023).

Hanover & Elm Grove (8) and Regency (8) received the highest number of statutory notices for housing and public health related issues (Figure 23).

2.2.4 Anti-social behaviour (ASB) (excluding known HMOs)

The number of ASB incidents, primarily noise nuisance, recorded by the council over the last 5 years, are shown below. They relate to ASB associated with residential premises only. For example, ASB incidents investigated on a street corner that cannot be linked to a residential property are excluded

from the study (Figure 24). Records show the main types of noise ASB are; shouting and music (95%) and vehicle (5%).

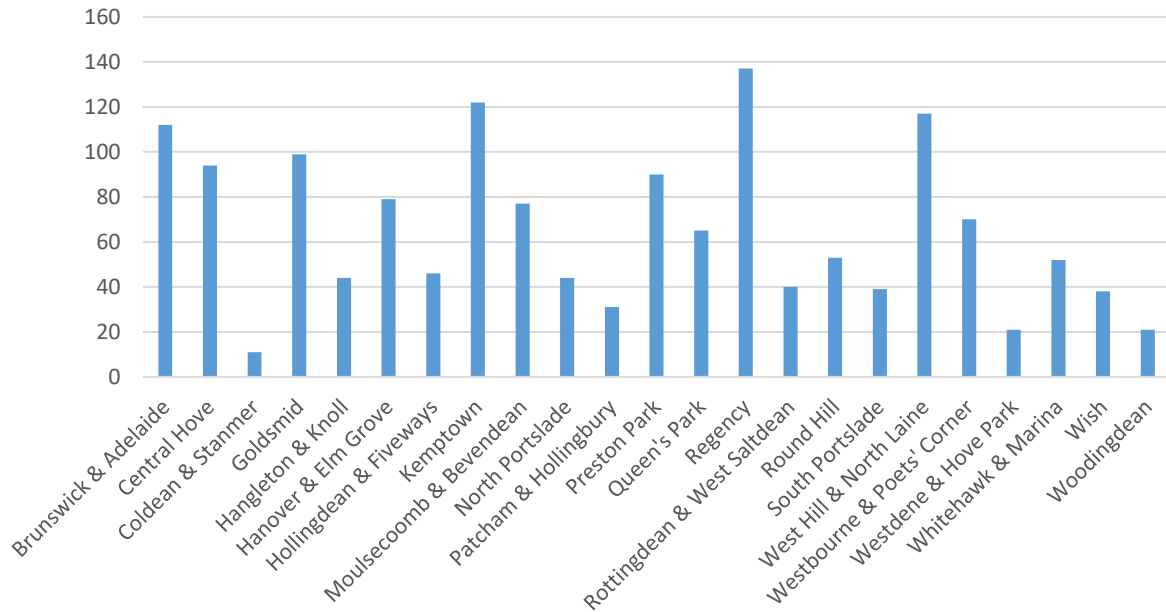


Figure 24. Number of noise ASB incidents linked to PRS by ward (Source Ti 2023).

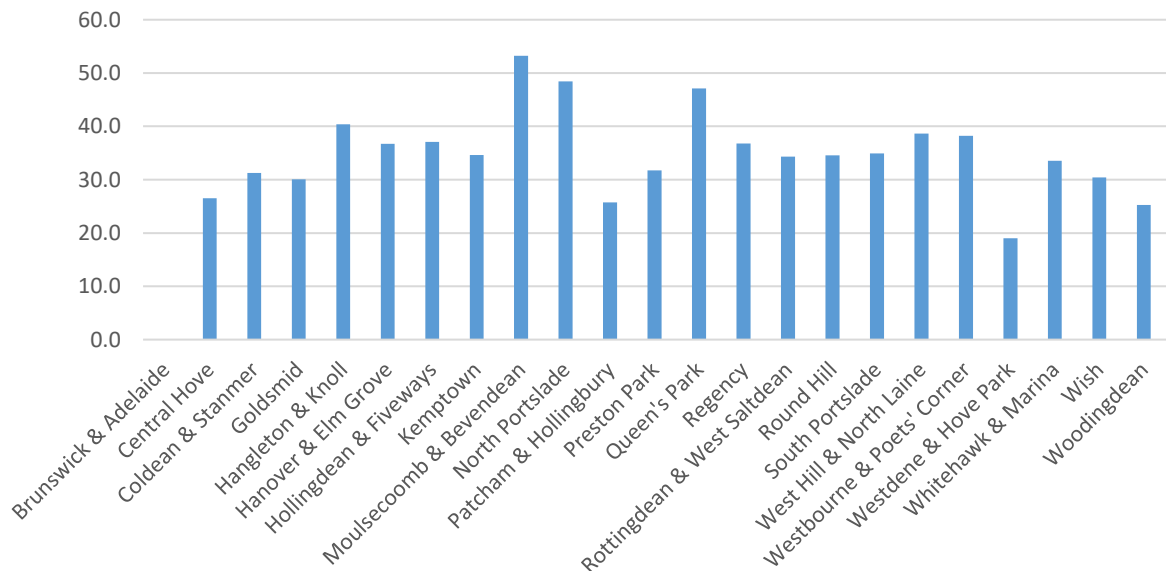
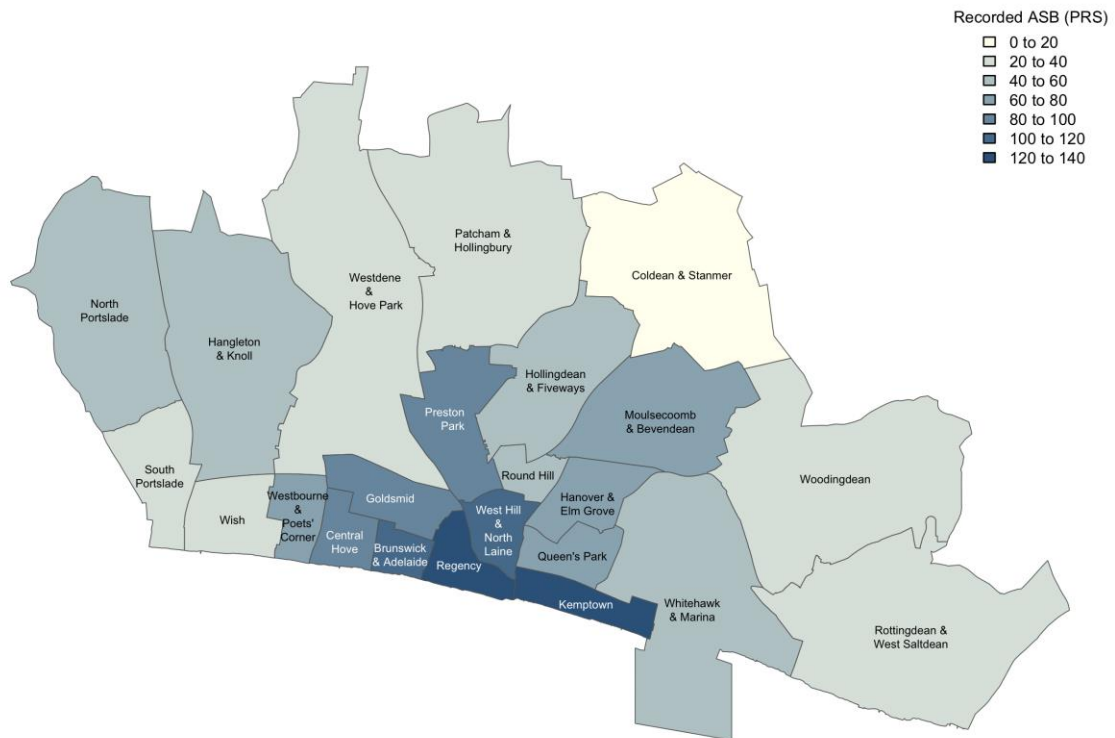


Figure 25. Rates of noise ASB incidents linked to PRS per 1000 PRS dwellings by ward (Source Ti 2023).

Regency (137) has the highest levels of PRS ASB incidents and Coldean & Stanmer (11) has the lowest (Figure 25 & Map 7).



Map 7. Distribution of ASB linked to PRS properties (Source: Ti 2023, Map by Metastreet).

2.3 Results - Houses in Multiple Occupation (HMO)

HMOs identified as part of this study are known HMOs that have been licensed by the authority under the Housing Act 2004, Part 2.

2.3.1 Population and distribution

The total number of known HMOs across 23 wards is 4,208 properties (Figure 26). Moulsecoomb & Bevendean has the highest number of HMOs (855) and North Portslade (18) has the lowest.

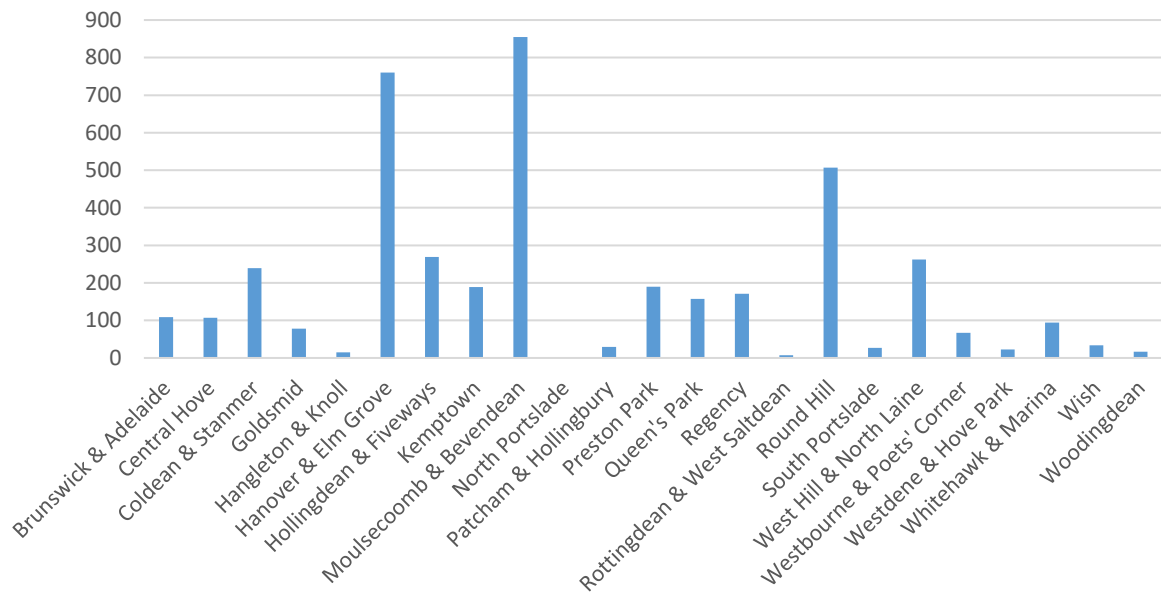
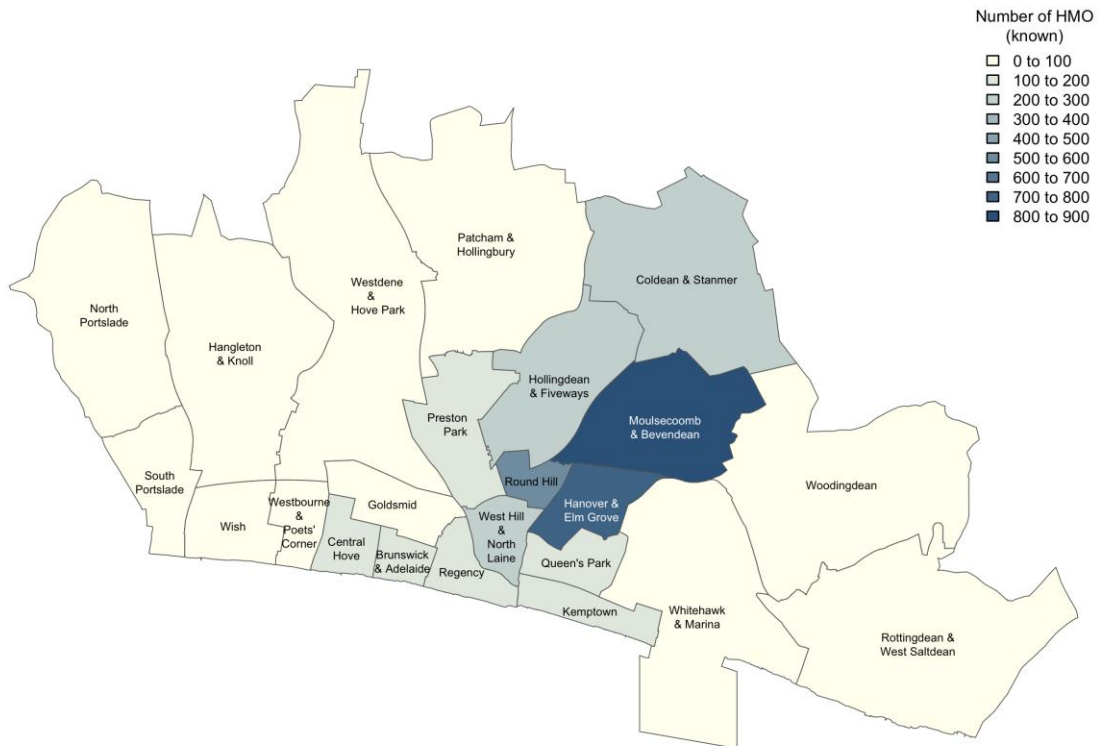


Figure 26. Number of known HMOs by ward (Source Ti 2023)



Map 8: Distribution of HMOs (Source Ti 2023, Map by Metastreet)

Shared HMOs tend to be the cheapest form of private housing per unit and have traditionally been occupied by single adults, however in recent years many more couples and children reside in HMOs. Pressure on affordable housing and higher rates of homelessness has driven demand for this type of dwelling.²³

2.3.2 HMO & housing conditions

HMOs have some of the poorest housing conditions of any tenure. Analysis shows that 2,144 of 4,208 HMOs in Brighton & Hove are predicted to have at least one serious hazard (Category 1 and 2, HHSRS).

²³ Regulating the Privately Rented Housing Sector, Evidence into Practice, Jill Stewart, Russell Moffatt (2022)

The number of predicted serious hazards is highest in HMOs in Moulsecoomb & Bevendean (428) & Hanover & Elm Grove (355) wards (Figure 27 & Map 9). All wards have HMOs with Category 1 & 2 hazards.

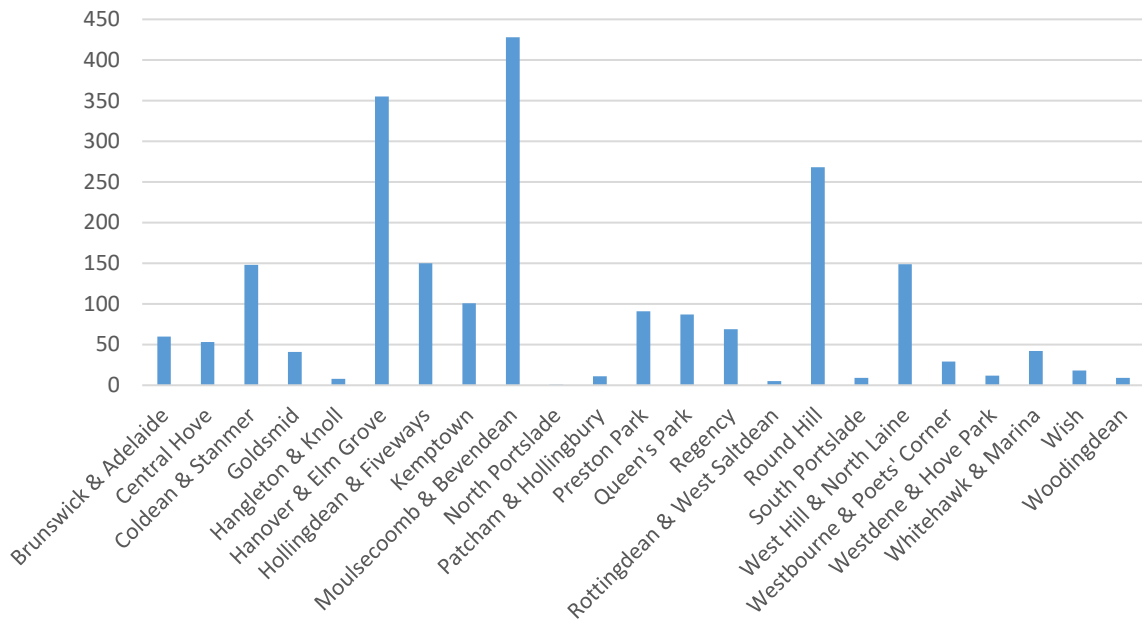
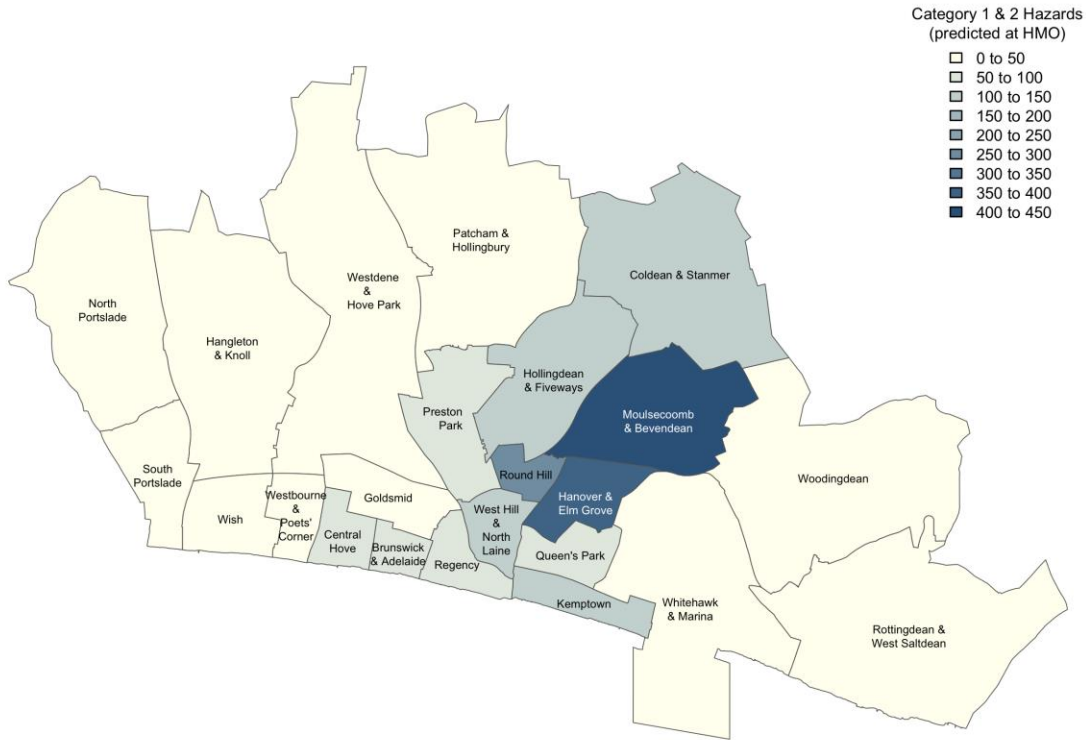


Figure 27. Number of known HMOs with Category 1 hazards by ward (Source Ti 2023).



Map 9: Distribution of HMO with Category 1 & 2 hazards by ward (Source Ti 2023, Map by Metastreet).

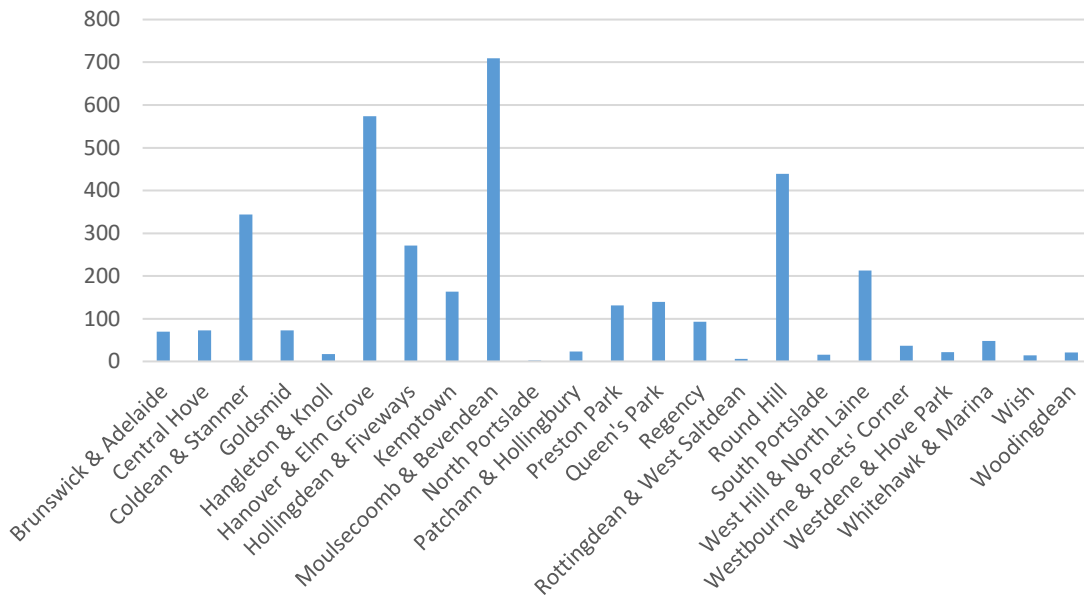
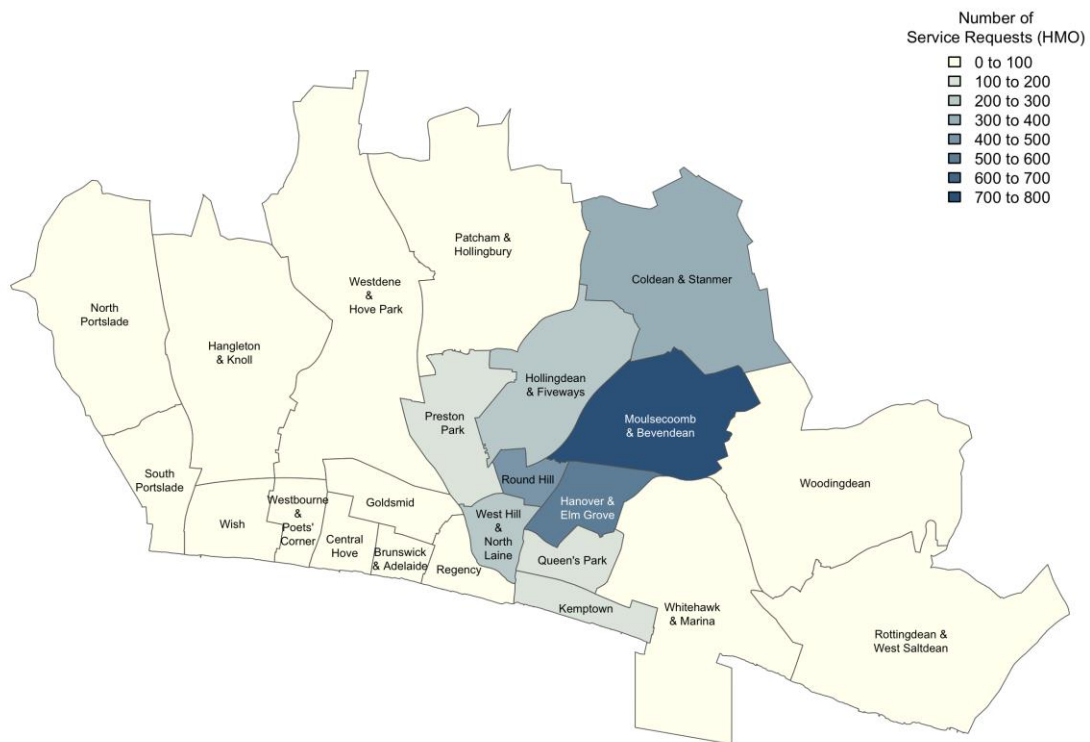


Figure 28. Number of HMOs service requests and complaints by ward (Source Ti 2023).



Map 10: Distribution of HMOs service requests and complaints by ward (Source Ti 2023, Map by Metastreet).

2.3.3 HMO & anti-social behaviour (ASB)

Over a 5 year period 576 ASB incidents have been linked to all HMOs in Brighton and Hove. ASB incidents are made up of noise incidents only. At the time of this study, it was not possible to access data linked to other type of ASB.

Figure 29 shows the number of noise ASB incidents associated with all HMO premises (commercial and ASB incidents not linked to residential premises are excluded from these figures).

ASB linked to HMOs is distributed across nearly all wards. Hanover & Elm Grove (120) and Round Hill (113) have the highest recorded ASB incidents linked to known HMOs.

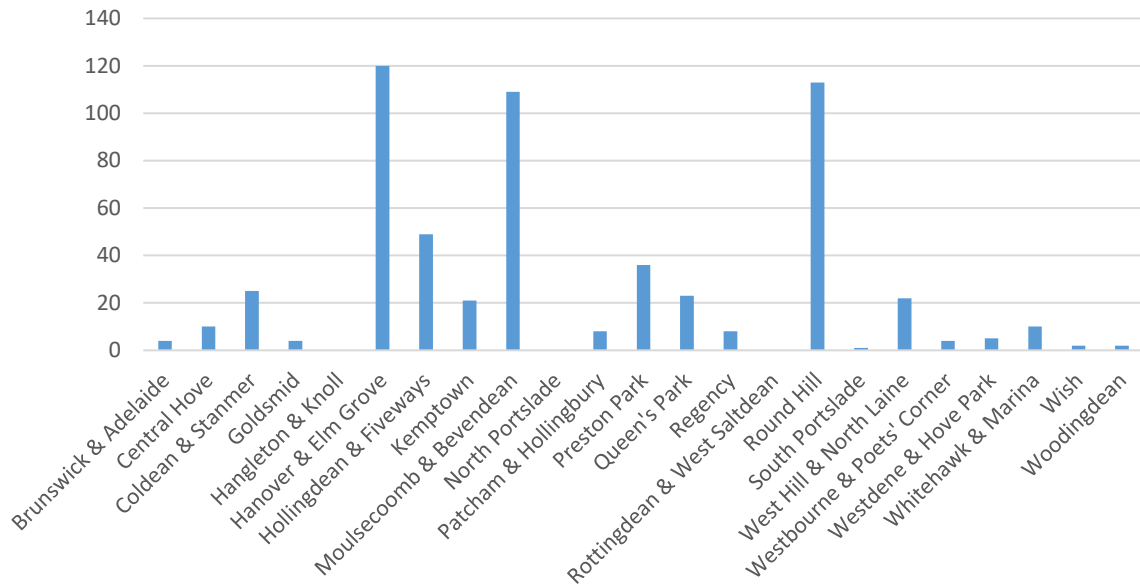
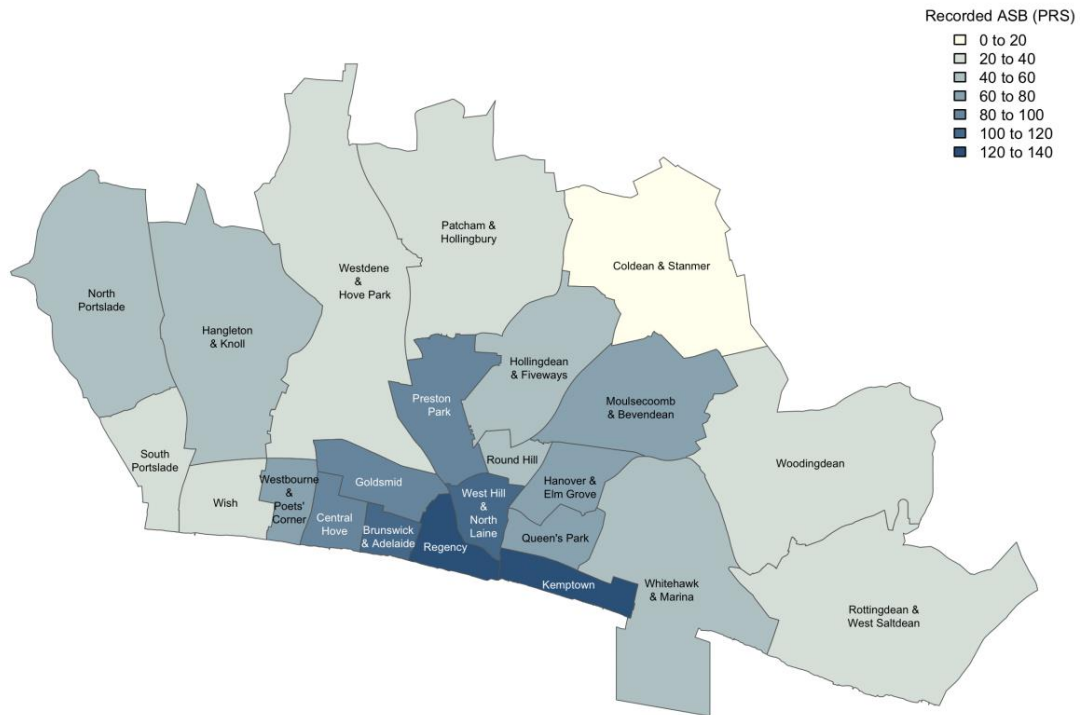


Figure 29. Number of ASB incidents linked to known HMOs by ward (Source Ti 2023).

Elevated levels of ASB can be an indicator of poor property management. HMO properties often have higher levels of transience which can result in higher waste production and ASB.²⁴

²⁴ Regulating the Privately Rented Housing Sector, Evidence into Practice, Jill Stewart, Russell Moffatt (2022)



Map 11: Distribution of ASB linked to known HMOs (Source Ti 2023, Map by Metastreet)

HMO ASB incidence rates range between 27.6 per 100 (Patcham & Hollingbury) and 23.2 per 100 (Round Hill).

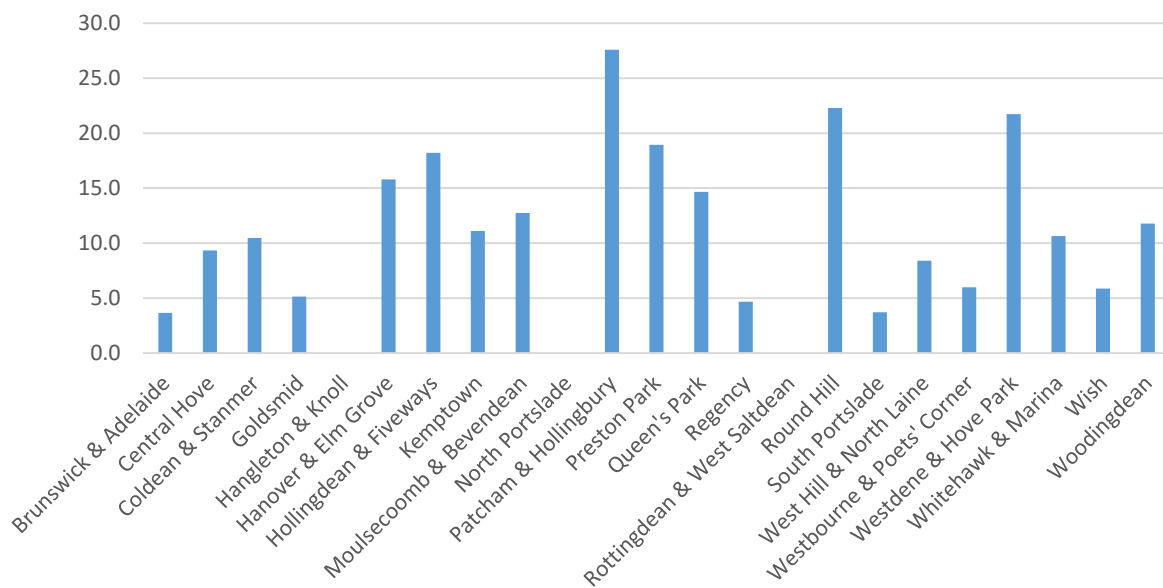


Figure 30. ASB linked to all HMOs per 100 properties by ward (Source Ti 2023).

3 Conclusions

Like many other English city's, Brighton & Hove 's private rented sector (PRS) has grown considerably in recent years, from 29.6% (2011) to 35.8% (2023) (Figure 10).

There are a total of 134,717 residential dwellings in Brighton & Hove , 48,206 of which are privately rented. The PRS is distributed across all 23 wards (Figure 12-13 & Map 2). The number of PRS dwellings per ward ranges from 4,000 (Brunswick & Adelaide) to 591 (Coldean & Stanmer). 20 out of 23 Brighton & Hove wards have a higher percentage PRS than the national average in 2022 (19%) and Census 21 (20%).

The Office of National Statistics (ONS) Census 2021 population estimates for Brighton & Hove was 277,200 (Figure 1). The city has a mixture of high and low deprivation wards. 9 of 23 wards have aggregated IMD rankings below the national average (Figure 4 & Map 1). The city also has above national average rents for England (£1,100) (Figure 9).

Brighton & Hove has below national average rented property possession rates, with 27.8 claims per 10,000 households in 2023 (Figure 5). It also has a lower proportion in fuel poverty (10.5%) than the national average (13.4%) (Figure 4). However these figures are likely to be subject to significant change as a result of recent acute fuel price increases.

There are 8,869 private rented properties in Brighton & Hove that are likely to have at least 1 serious housing hazard (Category 1 and high scoring Category 2, HHSRS). PRS properties with serious hazards are distributed across the city. Regency (891) and Brunswick & Adelaide (849) have the highest number of properties with at least one serious hazard (Figure 16 & Map 4).

Brighton & Hove recorded 4,550 complaints and service requests from private tenants linked to PRS properties over a 5-year period (Figure 18). Regency (402) and Brunswick & Adelaide (370) received most private tenant service requests and complaints by private tenants and others to the Council (Figure 18 & Map 6).

It has been calculated using the matched addresses that 17.3% of PRS properties in Brighton & Hove have an E, F, and G energy performance rating. 2.1% of PRS properties have an F and G rating (Figure 19). Extrapolated to the entire PRS, 923 PRS properties are likely to fail the MEES statutory requirement.

Noise ASB directly linked to PRS properties occurs across the city. Over a 5-year period, 2,078 ASB incidents have been recorded by the authority. Records show the main types of noise ASB are; shouting and music (95%) and vehicle (5%). Regency (137) has the highest levels of PRS ASB incidents and Coldean & Stanmer (11) has the lowest (Figure 24 & 25 & Map 7).

The total number of known HMOs across 23 wards is 4,208 properties (Figure 28). Moulsecoomb & Bevendean has the highest number of HMOs (855) and North Portslade (18) has the lowest. Analysis shows that 2,144 of 4,208 HMOs in Brighton & Hove are predicted to have at least one serious hazard (Category 1 and 2, HHSRS).

Over a 5-year period, 529 noise ASB incidents have been recorded by the authority. Noise ASB linked to HMOs are distributed across nearly all wards (Figure 29 & Map 11). Hanover & Elm Grove (120) and Round Hill (113) have the highest recorded ASB incidents linked to known HMOs. HMO ASB incidence rates range between 27.6 per 100 dwellings (Patcham & Hollingbury) and 23.2 per 100 dwellings (Round Hill) (Figure 30).

Appendix 1 – Ward summaries

Table 3. Ward PRS summary overview (Source Ti 2023) (Excluding known HMOs).

Wards (May 2023)	No. PRS (predicted)	% PRS (%)	No. Cat 1 & 2 hazards (predicted)
Brunswick & Adelaide	3891	58.2	789
Central Hove	3548	50.6	744
Coldean & Stanmer	352	12.0	89
Goldsmid	3294	42.3	609
Hangleton & Knoll	1089	17.5	200
Hanover & Elm Grove	2150	30.2	445
Hollingdean & Fiveways	1241	19.8	234
Kempton	3525	45.3	730
Moulsecoomb & Bevendean	1446	23.7	283
North Portslade	909	20.8	134
Patcham & Hollingbury	1204	18.3	245
Preston Park	2834	37.7	570
Queen's Park	1379	26.4	266
Regency	3726	53.8	822
Rottingdean & West Saltdean	1166	23.2	246
Round Hill	1533	35.7	293
South Portslade	1117	25.9	234
West Hill & North Laine	3027	45.7	593
Westbourne & Poets' Corner	1832	36.3	393
Westdene & Hove Park	1104	17.7	213
Whitehawk & Marina	1549	26.2	298
Wish	1250	27.1	300
Woodingdean	832	20.5	139

Table 4. Known HMO summary overview (Source Ti 2023).

Wards (May 2023)	No. HMOs (known)	Recorded ASB	No. Cat 1 & 2 hazards (predicted)
Brunswick & Adelaide	281	11	192
Central Hove	227	18	140
Coldean & Stanmer	272	27	177
Goldsmid	218	9	128
Hangleton & Knoll	65	0	50
Hanover & Elm Grove	898	127	455
Hollingdean & Fiveways	349	50	208

Kemptown	427	31	224
Moulsecoomb & Bevendean	953	113	501
North Portslade	18	1	11
Patcham & Hollingbury	73	9	40
Preston Park	307	37	176
Queen's Park	247	28	145
Regency	363	18	207
Rottingdean & West Saltdean	61	0	44
Round Hill	598	118	325
South Portslade	71	2	43
West Hill & North Laine	449	35	267
Westbourne & Poets' Corner	148	8	85
Westdene & Hove Park	107	5	59
Whitehawk & Marina	146	20	77
Wish	105	6	74
Woodingdean	41	2	27

Appendix 2 - Tenure Intelligence (Ti) – stock modelling methodology

This Appendix explains at a summary level Metastreet’s Tenure Intelligence (Ti) methodology (Figure 31).

Ti uses big data and machine learning in combination with expert housing knowledge to accurately predict a defined outcome at the property level.

Council and external data have been assembled as set out in Metastreet’s data specification to create a property data warehouse comprising millions of cells of data.

Machine learning is used to make predictions of defined outcomes for each residential property, using known outcome data provided by the council.

Results are analysed by skilled practitioners to produce a summary of housing stock, predictions of levels of property hazards and other property stressors. The results of the analysis can be found in the report findings chapter.

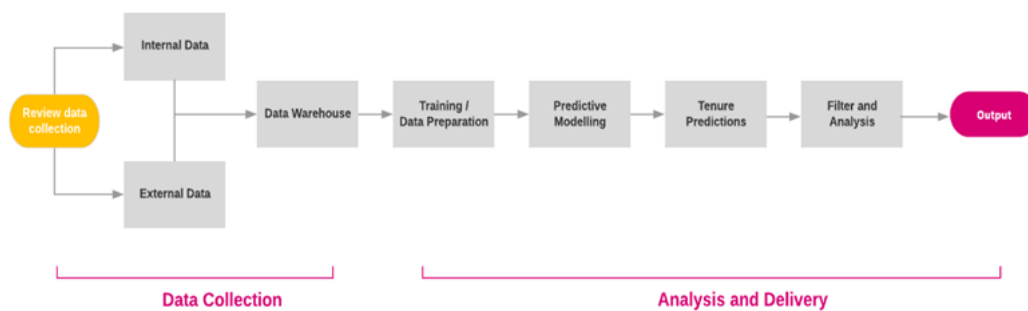


Figure 31. Summary of Metastreet Tenure Intelligence methodology.

Methodology

Metastreet has worked with Brighton & Hove City Council to create a residential property data warehouse based on a detailed specification. This has included linking millions of cells of data to 134,717 unique property references, including council and externally sourced data. All longitudinal data requested from council departments is 5 consecutive years, from April 2017 – March 2022

Once the property data warehouse was created, the Ti model was used to predict tenure and stock condition using the methodology outlined below.

Machine learning was utilised to develop predictive models using training data provided by the council. Predictive models were tested against all residential properties to calculate risk scores for each outcome. Scores were integrated back into the property data warehouse for analysis.

Many combinations of risk factors were systematically analysed for their predictive power using logistic regression. Risk factors that duplicated other risk factors but were weaker in their predictive effect were eliminated. Risk factors with low data volume or higher error are also eliminated. Risk factors that were not statistically significant are excluded through the same processes of elimination. The top 5 risk factors for each model have the strongest predictive combination.

Three predictive models have been developed as part of this project. Each model is unique to Brighton and Hove, they include:

- Owner occupiers
- Private rented sector (PRS)
- PRS housing hazards (HHSRS, Category 1 and high scoring Category 2)

Using a D^2 constant calculation it is possible to measure the theoretical quality of the model fit to the training data sample. This calculation has been completed for each model. The D^2 is a measure of “predictive capacity”, with higher values indicating a better model.

Based on the modelling each residential property is allocated a probability score between 0-1. A probability score of 0 indicates a strong likelihood that the property tenure type is *not* present, whilst a score of 1 indicates a strong likelihood the tenure type *is* present.

Predictive scores are used in combination to sort, organise and allocate each property to one of 3 categories described above. Practitioner skill and experience with the data and subject matter is used to achieve the most accurate tenure split.

It is important to note that this approach cannot be 100% accurate as all mathematical models include error for a range of reasons. The D^2 value is one measure of model “effectiveness”. The true test of predictions is field trials by the private housing service. However, error is kept to a minimum through detailed post analysis filtering and checking to keep errors to a minimum.

A continuous process of field testing and model development is the most effective way to develop accurate tenure predictions.

The following tables include detail of each selected risk factors for each model. Results of the null hypothesis test are also presented as shown by the Pr(>Chi) results. Values of <0.05 are generally considered to be statistically significant. All the models show values much smaller, indicating much stronger significance.

Owner occupier model

The owner occupier model shows each of the 5 model terms to be statistically significant, with the overall model showing a “predictive capacity” of around 88% (Table 5).

Table 5. Owner occupier predictive factors.

Risk factors selected	Pr (>Chi)*
Ctax accs last 5 years	0.003949
Ctax band	2.2e-16
Tenure (EPC)	2.2e-16
Bens prop claim count	2.2e-16
Live Elector Count	2.2e-16
Training data, n= 1989	
D ² test = 0.88**	

* Pr(>Chi) = Probability value/null hypothesis test, ** D² test = Measure of model fit

PRS predictive model

The PRS model shows that each of the 5 model terms is statistically significant, with the overall model having a “predictive capacity” of around 87% (Table 6).

Table 6. PRS predictive factors.

Risk factors selected	Pr(>Chi)
Ctax accs last 5 years	0.003949

Tenure (EPC)	2.2e-16
HB claims	2.2e-16
TDS	2.2e-16
PRS.SRs	0.0004034
Training data, n= 2257	
D ² test = 0.87	

Category 1 (HHSRS) hazards model

Numerous properties where the local housing authority has recently taken action to address serious hazards were sampled for training data. Specifically, this included Housing Act 2004 Notices served on properties to address Category 1 & 2 hazards. The model results show that each of the model terms is statistically significant, with the overall model having a “predictive capacity” of around 91% (Table 7).

Table 7. Category 1 (HHSRS) hazard predictive factors.

Risk factors selected	Pr (>Chi)
PRS.SR	2.2e-16
CURRENT ENERGY EFFICIENCY	2.185e-07
HB claim count	2.2e-16
Liability Order	2.2e-16
ASB	1.708e-08
Training data, n= 1114	
D ² test = 0.91	

Ti 2023 – Census 2021 data comparison

Table 8. Ti dwelling data compared to Census household data.

Brighton & Hove C.	Ti predictions April 2017 – March 2022		Census 2021		Difference (Ti vs Census 2021)
	No. dwellings	%	No. households	%	
Tenure					No. (dwellings - households)
Social Housing	17,770	13.20%	18,051	14.90%	-281
Owner occupiers	68,741	51.00%	63,667	52.40%	5,074
PRS	48,206	35.80%	39,684	32.70%	8,522
Totals	134,717		121,402		13,315

Version, Final March 2023

Metastreet Ltd

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Brighton & Hove City Council

HOUSING COMMITTEE

Agenda Item 71

Subject: Housing Repairs and Maintenance – Procurement of Materials Supply Chain

Date of Meeting: 15 March 2023

Report of: Executive Director for Neighbourhoods, Communities & Housing

Contact Officers: Grant Ritchie Tel: 01273 296806
Grant.Ritchie@brighton-hove.gov.uk
Laura Turner Tel: 01273 293997
Laura.Turner@brighton-hove.gov.uk

**Ward(s) affected: (All Wards);
FOR GENERAL RELEASE**

1. PURPOSE OF REPORT AND POLICY CONTEXT

1.1 The existing arrangements for the ordering and supply of construction materials to support the Repairs and Maintenance Service is currently delivered under a contract with Mears which ends on 31 March 2025. The procurement work is now in progress to replace the existing service and to secure this crucial area of the Repairs and Maintenance service.

1.2 Housing Committee is being asked to approve the procurement of a contract for the future materials supply chain.

1.3 The report seeks delegated authority for the Executive Director of Housing Neighbourhoods and Communities to award the materials supply chain contract, with an initial contract term of 5 years with the option to extend for a further 5 years subject to satisfactory performance.

2. RECOMMENDATIONS:

2. That Housing Committee delegates authority to the Executive Director of Housing, Neighbourhoods and Communities to:

- 2.1 Take all steps necessary to procure and award a contract for the materials supply chain for the Housing Repairs & Maintenance Service, with a contract term of 5 years.
- 2.2 To approve an extension to the contract referred to in 2.1 above for a period of up to 5 years following the initial 5 year term, subject to satisfactory performance.

3. CONTEXT/ BACKGROUND INFORMATION

3.1 The Housing Repairs and Maintenance (R&M) service was brought in-house on 1 April 2020 following the end of a ten-year partnering contract with Mears. As previously reported to Housing Committee, the council has continued to use the Mears' systems (MCM – Mears Contract Management, and MEPOS – Mears Electronic Purchasing Ordering System) to support the repairs service and materials supply chain for purchasing materials to complete repairs.

3.2 A range of high spend procurement projects have been completed since the service came back to the council, including procurement of a multi-contractor framework for specialist works and vehicle fleet replacement. The current focus is now on securing our own arrangements for the ordering and supply of materials, integral to running the Housing Repairs and Maintenance service.

3.3 The Repairs & Maintenance service has responsibility for the day-to-day maintenance of 11,800 properties. It raises approximately 19,700 materials supply orders per annum, with an average value of £1.8 million per year. This provides materials for over 40,000 repair jobs which includes plumbing, electrical work, minor roofing repairs, general building, decorating, door/window and kitchen repairs. The councils housing properties are spread across the City with the repairs operatives and teams required to move between jobs and collect the required materials throughout the day.

3.4 A cross directorate project group was set up to support this key service procurement activity, with representatives from the Repairs service, Procurement, Finance and IT. The group have reviewed various models on how the supply chain can be delivered and the preferred option is to progress with a single organisation to act as a broker and manage the materials supply chain to meet the unique needs of the service. This option would provide 'a one point of contact' model that has some major identified benefits whilst maintaining local outlets in the city ensuring quick access to materials and supporting the local economy, these include:

3.4.1 A large scale provider will have significantly greater purchasing power than a range of smaller suppliers giving the council access to more competitively priced materials.

3.4.2 One provider acting as the 'umbrella' organisation/broker would result in high financial savings on IT interfacing costs, plus make account relations more straight forward.

3.4.3 The specification would include the provider offering guidance on new innovative repairs products, a broker would have better product knowledge and a range of companies to interact with.

3.4.4 The broker would be responsible for setting up a comprehensive supply chain, which would meet the service need to use local branches, support the city's economy, and boost local trade.

3.4.5 One invoice from one source makes finance processes easier and less

resource intensive to process.

3.4.6 Customer/contract relations – dealing with one company opposed to 9 separate suppliers, with broker organisations offering a customer relations manager/team.

3.4.7 IT issues could be resolved quicker if just one company to interface with.

3.4.8 Easier to implement change if just liaising with one organisation, for example changes to catalogue products.

3.4.9 Less resources in the business required to manage the supply chain if only one provider/organisation.

3.5 This type of service model has limited availability on existing national procurement frameworks. Officers intend to draft an outcome based specification. If it is not possible to draft a sufficiently precise specification, officers will consider using a procurement procedure which allows negotiation with suppliers. A prior information notice (PIN) detailing the key requirements of this contract was released to the market in November 2022. This information stated that we are seeking a single organisation to act as a broker and manage the materials supply chain, plus deliver the service within the following key areas:

- Availability
- Logistics
- Best value
- Sustainability
- Social value

The PIN invited organisations to submit proposals and outlined the need for specialist outlets to be within the city to help with the flow of material supplies. The PIN suggested a contract length of between 5-10 years, with estimated values as between £10.3 million (5 years) and £20.6 million (10 years) based on current cost. The PIN deadline was the first week of January 2023 and a positive response was received from the building supplies market.

3.6 The recommendations and details contained within this report were considered at Procurement Advisory Board (PAB) on 13 February 2023. The Board supported the proposed routes to market and emphasised the need for the procurement to achieve high levels of sustainability in the repairs products used, with an annual review built into the management of the contract to ensure the council continues to reduce its carbon footprint and achieve net zero by 2030. Discussions at the advisory board also considered the use of local supply chains, where possible, plus the need to explore future partnership working with other social landlords to boost our community wealth building.

3.7 The procurement of the supply chain is closely aligned with the implementation of a new repairs IT system, also referred to as a works management system (WMS). There are key deadline requirements for the completion of this procurement activity to ensure enough time is allowed to develop and implement the automation of the ordering and payment of material supplies between the council and supplier/s.

4. ANALYSIS & CONSIDERATIONS OF ALTERNATIVE OPTIONS

4.1 This procurement exercise is intended to bring the management of materials supply under the control of the council, currently delivered under an existing contract and no longer be reliant on Mears systems.

4.2 We have given consideration to the option of running an in-house arrangement, with multiple stand-alone agreements with various suppliers. A number of barriers were identified at scoping stage, which included:

- Lack of warehouse space to store material stock.
- Lack of sustainable and suitable delivery vehicles.
- Logistics needed to move supplies around, set up supplier accounts and catalogue information.
- More resources required to process payments, audit current pricing models, support for IT integration and contract monitoring to run all elements of an in-house supply chain.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 No formal community engagement or consultation has taken place for this procurement exercise to date.

5.2 . The council has a legal obligation to look after the structure of its' housing stock and carry out repairs to make sure that fixtures and fittings for water, sanitation, gas and electricity are safe and in working order. We carry out customer satisfaction surveys with our residents after a repair has been completed to seek feedback on what we can do better. This information has shown that tenants want us to achieve a 'first time fix' for repairs and use repair materials that last.

6. CONCLUSION

6.1 Our recommendation to Committee, as supported by PAB, is to proceed with the procurement of a single source supplier/broker to meet the current and future materials supply chain requirements.

6.2 Delegated authority will allow the service to focus resources on completing all stages of the procurement process, to ensure we secure a supply chain, fit for purpose within the time restrictions. Allowing more capacity to focus on IT integration and the implementation of payment, ordering and collection processes.

6.3 The provision of having reliable, robust and innovative products to repair our homes is a key part of our housing landlord service. Fulfilling our duties to provide safe, warm and well maintained homes.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 The procurement of materials for the R& M service is an ongoing expenditure for the HRA and is included in the Medium Term Financial Strategy figures approved at Full Budget Council on the 23rd February 2023.

7.2 The current 2022/23 R&M revenue budget for repairs materials (covering responsive repairs and empty properties) is £1.877m. Against this budget, the Targeted Budget Monitoring (TBM) 9 forecast presented to P&R committee in February 2023 reported spend of £1.745m for the year; resulting in an underspend of approximately £0.132m.

7.3 For 2023/24 the HRA budget allows for inflationary pressures on materials and the overall budget increases to £2.065m. In addition to this one-off revenue funding of £0.140m has also been set aside in the 2023/24 HRA budget to secure independent industry advice to provide reassurance that the broker model represents value for money for the council.

7.4 Any significant budget implications arising will be reported via the Council's TBM reporting process, this being the key component of the council's overall performance monitoring and control framework.

Finance Officer consulted: Mike Bentley Date: 16/02/2023

Legal Implications:

7.5 This is an above threshold procurement which must be conducted in accordance with the Public Contracts Regulations (2015) ('PCR'). The PCR provides that a Competitive Dialogue Procedure or a Competitive Procedure with Negotiation may be used for complex projects where the needs of the authority cannot be met without adaptation of readily available solutions or where there is a need to have a dialogue/negotiate for an innovative solution. The procedures allow for discussion/negotiation between the council and bidder with a view to identifying and defining the best solution to meet the council's requirements provided they comply with the general principles of transparency, equal treatment, and non-discrimination. There is also greater risk of challenge though this can be mitigated to some extent by planning and preparing for the process carefully at the outset. Further work and legal input is required to establish that the criteria set out in the regulations for undertaking a negotiated procedure are met.

Legal Officer consulted: Wendy Mcrae-Smith Date: 02/03/23

Equalities Implications:

7.6 The procurement process documents will include questions that ensure interested parties address all equalities considerations, both as a business and through evaluation of how they will engage with residents to ensure they give consideration to the diversity of the city's population.

7.7 The council's standard anti-racism clause will be included in the future materials supply contract. Monitoring will take place via monthly contract meetings which will require the contractor to supply data to evidence positive actions to achieve equality and diversity in its workforce. For example, via recruitment policies, training, and monitoring of its' workforce.

Sustainability Implications:

7.8 The key sustainability criteria for this procurement was included in the Prior Information Notice (PIN). This included the council's target of Carbon Net Zero by 2030, requiring consideration to be given to the impact of our materials supplier on the carbon footprint of the city. The regular review of the materials catalogue should also include options that focus on this outcome; for example, the inclusion of options that use a primary supply chain that is geographically closer to our housing stock / items that are made using a more sustainable process; hold environmental product declarations, plus adopt a circular economy mindset of repair and reuse.

7.9 An appropriate supplier proposal that considers the logistical complexities of delivering this service should also limit the carbon impact of vehicles travelling unnecessarily and factor in each journey distance to make deliveries as efficient as possible. Other areas for consideration will include a net zero strategy, recyclable materials, a reduction / recycling of all packaging and the reuse of tools.

7.10 Sustainability will form part of our negotiation, and a minimum of 10% of our overall quality score. Social value and community wealth building will also feature in our negotiation, and a minimum of 10% of our overall quality score.

8.0 Any Other Significant Implications:

Social value and community wealth building considerations

8.1 The PIN notified that the council seeks to gain commitments from its supplier(s) that add additional value to the local community. It is the council's expectation that the supplier will devise and deliver a programme that provides this value either as a standalone offering or in partnership with the existing repairs and maintenance team. Through the procurement process we will seek to secure support for local business, optimise opportunities for community wealth building, engage with local contractors and help provide employment opportunities for the city's residents. Other options to include in our process could include, but it is not limited to; community projects, volunteering and providing apprenticeship opportunities in the city.

Social value and community wealth building will form part of our negotiation, and a minimum of 10% of our overall quality score.

SUPPORTING DOCUMENTATION

Appendices:

1. There are none.

Documents in Members' Rooms

2. There are none.

Background Documents

3. There are none.

Crime & Disorder Implications:

4. None arising directly from this report.

Risk and Opportunity Management Implications:

8.2 The main risk associated with the single supplier approach through competitive dialogue will be if there is a lack of commitment to our baseline criteria, plus given the current financial climate little expertise or viability in the supplies market to progress this method. The current Prior Information Notice (PIN) response has been positive with a good number of reputable suppliers responding. This should largely offset the risk of a limited response.

8.3 There are further risks associated with the competitive dialogue approach if the council goes down this route including additional legal and procurement resources, the need for specialist legal advice, greater risk of legal challenge and a longer timeframe for the procurement. An extended timeline has been allowed for the process itself which fits within the timeframe for delivery of the wider housing system implementation.

Public Health Implications:

8.4 Having access to the right materials to repair our homes could have a positive impact on the health, wellbeing and quality of life for our residents.

Corporate / Citywide Implications:

8.5 It is intended that the materials supply chain will support the local economy by purchasing from suppliers with branches based in the city.

8.6 Having our own supply chain will allow the trial of new, innovative repairs products. In the future, we hope to support research being conducted by local Universities to develop new ways of repairing our homes and maintaining our asset for future generations.

8.7 We will seek to ensure the costs of supplies are protected throughout the duration of the contract, providing value and accountability for public funds.

Brighton & Hove City Council

Housing Committee

Agenda Item 72

Subject: Housing Area Panel Review

Date of meeting: Housing Committee 15 March 2023
Policy & Resources Committee 16 March 2023

Report of: Executive Director of Housing, Neighbourhoods & Communities

Contact Officer: Name: Sam Warren
Tel: 07717303331
Email: sam.warren@brighton-hove.gov.uk

Ward(s) affected: All

1 Purpose of the report and policy context:

- 1.1 This report seeks approval for a new terms of reference for Housing Area Panels. This incorporates clarifying the remit of Area Panels, chairing arrangements, and recommendations to expand the range of involvement opportunities including making the best use of digital technology to engage tenants and leaseholders.
- 1.2 The Social Housing Regulation Bill has a strong emphasis on hearing tenant voices and effective engagement and influence, for tenants to be able to hold their landlord to account where necessary. BHCC (Brighton & Hove City Council) has a long-standing commitment to working with tenants and leaseholders to create an environment where we can work in genuine partnership.
- 1.3 The approach to widen and strengthen engagement in Housing Area Panels sits with the aims of the Tenant and Leaseholder Engagement Strategy, which sets out the need to provide different engagement opportunities to reach more diverse and a greater number of tenants and leaseholders.

2 Recommendations:

That Housing Committee:

- 2.1 Approves the revised Terms of Reference for Housing Area Panels in Appendix 1.
- 2.2 Recommends to Policy & Resources Committee:
 - i) that it agrees the revised Terms of Reference as set out in Appendix 1
 - ii) that the revised Terms of Reference come into force on 25th May (Annual Council).
 - iii) that the Monitoring Officer be authorised to amend and re-publish the Council's constitutional documents to incorporate the revised Terms of Reference.

Brighton & Hove City Council

2.3 That Policy & Resources Committee:

- i) agree the revised Terms of Reference as set out in Appendix 1
- ii) agree that the revised Terms of Reference come into force on 25th May (Annual Council).
- iii) that the Monitoring Officer be authorised to amend and re-publish the Council's constitutional documents to incorporate the revised Terms of Reference.

3 Context / Background information

- 3.1 BHCC's Tenant and Leaseholder Engagement Strategy aims to provide a variety of ways for tenants and leaseholders to work with the council on the issues that important to them and to be involved in shaping housing services.
- 3.2 Housing Area Panels have been in place since 1997. They are strategic housing engagement forums with a remit to *'receive and provide comment, feedback, recommendations, and actions on reports relating to the council's role and performance as a housing service.'*
- 3.3 There are currently 4 Area Housing Panels. They each meet 4 times a year with senior Housing Staff and are chaired by a councillor who is a member of the council's Housing Committee. They are supported by the council's Democratic Services and its Community Engagement team as well as by the Resource Centre which is funded by the Housing Revenue Account (HRA) to provide secretarial support to the four tenant only pre-meetings. The function of the resident only meetings is to: consider reports from Housing in its role as landlord, particularly around performance and repairs and maintenance; give tenants an opportunity to raise questions regarding the council in its landlord capacity; and consider and vote on Estate Development Budget main bids.
- 3.4 The Area Panels are referenced in the council's constitution as formal reference groups to Housing Committee.
- 3.5 The development of the Housing Area Panels and new terms of reference is part of reaffirming our commitment to involving our tenants and leaseholders in the decisions which affect their homes and local communities.

3.6 Purpose of the review

Brighton & Hove City Council

- 3.6.1 The Social Housing Regulation Bill states that every social housing provider should provide 'opportunities and empowerment programme for social housing residents, to support more effective engagement between landlords and residents, and to give resident's tools to influence their landlords and hold them to account'. Housing Area Panels are one of the ways we meet these duties.
- 3.6.2 Tenants and Residents Association (TRA) have declined in number over many years, and this has limited the amount of people participating in Area Panels and representing approximately 11,700 tenant and 2,900 leaseholder households. The review looked at how we could improve opportunities for more tenants and leaseholders to attend in terms of number and diversity.
- 3.6.3 Residents told us they did not understand the role of Housing Area Panels, so the review focused on clarifying the remit and looking at how tenants could work with elected members to manage and chair the panels.
- 3.6.4 It was recognized that Covid increased the need to engage using digital technologies engagement and the review sought to explore the appeal from tenants and leaseholders to engage with Housing Area Panels digitally. This was looked at as one of many ways to be involved and not as an alternative to face-to-face participation.
- 3.6.5 The review highlighted the need to acknowledge that tenants and leaseholders are two distinct groups that have different and shared priorities that sometimes need to be addressed separately. This is responded to in the new Terms of Reference where there are matters that are tenant only decisions. In parallel to the work on Housing Area Panels the Community Engagement Team will also be working closely with the Leaseholder Action Group to ensure there are clear opportunities to raise leaseholder specific issues.

Brighton & Hove City Council

3.7 Area Panel Review Findings

- 3.7.1 The findings were reported back to Area Panel in October 2022 to ensure residents and staff had the opportunities to comment and process the results.
- 3.7.2 In total the Community Engagement team spoke to or heard from 517 tenants and leaseholders, although there is a small amount of double counting here as some Area Panel representatives also completed the survey.
- 3.7.3 Around 71% of the tenants and leaseholders were not engaged in a TRA and had not previously talked to the council, except for reporting repairs. 84% of people completing the survey were council tenants, 10% leaseholders and 6% other tenure.
- 3.7.4 The survey asked how residents would like to communicate with the council. Many said they would like to share their views at meetings, but also in other ways such as surveys, social media, text, focus groups and through a resident association.
- 3.7.5 When asked about receiving information 75% of respondents preferred email, however, many people also wanted newsletters, the council website, local noticeboards as well as face-to-face contact. Almost as many people wished to attend meetings online and in person, and for them to vary across daytime and evening.
- 3.7.6 Residents wanted to attend meeting but equally raise issues using a range of methods including online, using text messaging, focus groups, and the phone.
- 3.7.7 This includes digital participation, membership, residents' questions, accessibility, and inclusion, reporting to Housing Committee and the role of tenant representatives.
- 3.7.8 The review reached a wide range of residents. Over a quarter of the participants did not identify as white British. The gender split was even, with a small number of trans or non-binary people taking part and over two thirds of participants identified as disabled. We were not able to reach residents under 35 and had the greatest input from the 51-65years group but still reasonable engagement from over 35s. For full details of the findings please see Appendix 2.

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3.8 Remit

- 3.8.1 There was agreement that the Housing Area Panel remit remain as '*an advisory group, reviewing housing performance, policy and practice that has local and city-wide collective benefits*'. Housing Area Panels are one way of meeting the legal and regulatory requirements upon a housing authority to engage and consult council tenants and residents. It will continue to feed into Housing Committee through the elected members and the community engagement section within committee reports.
- 3.8.2 Housing Area Panels provide an opportunity for senior staff and local ward members to hear from tenants and leaseholders, where they can share their lived experience and work in partnership with the council and councillors to develop housing policy and improve performance. The 'Resident Questions' is a process that enables tenants and leaseholders to raise local and strategic issues and when necessary to challenge and hold the council to account. The questions are put forward through a Resident Only meeting that is supported by the Resource Centre independently of the council. These meetings are held ahead of each Area Panel meeting. Tenants elected from Tenant and Resident Associations and leaseholders elected from the Leaseholder Action Group attend although it is open and welcoming to any tenant or resident leaseholder.
- 3.8.3 The results of the Area Panel Review survey showed that the three most critical issues for tenants and leaseholders were housing conditions, housing costs and anti-social behavior. In addition, residents also wanted to discuss green spaces, community centres and rooms and community activities.

3.9 Chairing

- 3.9.1 The current Chairing arrangements for Area Panels are one Councillor Chair nominated by the administration with a resident Vice Chair who is elected by the tenant representatives on the Area Panel at the beginning of each financial year.
- 3.9.2 The review findings showed that a tenant and Councillor working together to plan and chair meetings would be valued. There was clear consensus that a partnership approach between council and tenant was the best way to acknowledge and share the priority setting for the Housing Area Panels. The workshops suggested that a co-chairing arrangement would be beneficial to building an equal standing between tenants and councillors. The arrangement is detailed in the terms of reference in Appendix 1.

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4 Conclusions

- 4.1 The new terms of reference propose co-chairing between a tenant and a councillor. The co-chairs will share the chairing of meetings. The councillor chair will as far as possible always be a member of the Housing Committee to ensure a direct link between Area Panel and Housing Committee.
- 4.2 The resident co-chair will be a representative of a TRA elected at the beginning of each financial year. Only residents from TRAs will be able to elect the tenant co-chair.
- 4.3 The Community Engagement Team will be developing outreach work to specifically engage minoritized communities and ensuring their voices are heard at Area Panel.
- 4.4 It is proposed that all items that come to Area Panel are about issues that relate to services that are funded through the Housing Revenue Account and / or on which we would consult with council tenants and residents, for example the council's Allocation Policy, the overarching Housing Strategy. Often this includes green spaces, community space and some community activities, especially those funded through the Estate Development Budget. Other issues will be referred to relevant forums, a TRA, or passed on to another council service.
- 4.5 It is proposed to have a housing surgery prior to each meeting to ensure that people have the opportunity to ask questions about their own personal circumstances/issues to housing officers and housing management team, which would be inappropriate to ask and answer in an open forum.

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5 Community Engagement

- 5.1 The review was conducted between March to October 2022 and used a range of methods to gather views and information. The scope of the review was agreed upon consultation with each Area Panel and co-chairs of Housing Committee.
- 5.2 The current participation was reviewed, and the data showed that there are some clear issues of under-engagement, particularly from tenants under 40 and from all minoritised communities, except for disabled people and older people. It highlighted that, whilst hugely valued, the current tenant and leaseholder membership was not a full reflection of the tenant and leaseholder population.
- 5.3 An online survey was published on the council consultation portal. 281 people completed the online survey and 159 said they would like to continue receiving information from the Community Engagement Team.
- 5.4 Ten workshops were held. Four with tenants and leaseholders from marginalised groups, two parent workshops, two tenant only workshops, and two leaseholders only workshops. Some of these were better attended than others, in total 75 people attended the workshops – see Appendix 2 for more detail.
- 5.5 In addition, the Community Engagement Team facilitated Strengths, Weaknesses, Opportunities, and Threats (SWOT) sessions with councillors', staff and the senior housing leadership team and sessions with all Housing Area Panels– in total there were 161 residents, and 37 staff members attend.
- 5.6 Thanks to those tenants who worked with staff through the range of Area Panel Review workshops, completed the survey and to the current tenant and leaseholder representatives on Housing Area Panels who have shaped these recommendations and the new draft Terms of Reference.

6 Financial & Other Implications:

Financial Implications:

- 6.1 The cost of area panels and the Estates Development Budget (EDB) referred to in appendix 1 to the main report already makes up part of the 2023/24 HRA Budget and Medium Term Financial Strategy. The proposed update to the Terms of Reference for the Area Panels meetings will not impact on these budgets. These are monitored as part of the council's Targeted Budget Monitoring process.

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6.2 There are no other financial implications to comment on as a result of this report.

Finance Officer consulted: Craig Garoghan

Date: 02/03/2023

Legal Implications:

6.1 The Housing Act 1985 requires a landlord to maintain such arrangements as it considers appropriate to enable those of its secure tenants who are likely to be substantially affected by a matter of housing management to be informed of the proposals and to make their views known. Area Panels assist the council in discharging that duty.

6.2 The existing terms of reference for the Panels date back to 1997. A revision is therefore appropriate. The council's constitution provides that the Panels' Terms of Reference are subject to review by the Policy and Resources Committee.

Legal Officer consulted: Liz Woodley

Date: 02/02/2023

Equalities implications

The Community Engagement Team will be working on proactively seeking the voice of underrepresented groups and the Terms of Reference support the Public Sector Equality Duties placed on the council to advance the equality of opportunity, to foster good relations and eliminate discrimination for marginalised communities. It is clear from the current equality monitoring of participation, that there is under representation from minoritized communities, except for older people, disabled people.

Sustainability Implications:

No sustainability implication

Crime and Disorder Implications:

No crime and disorder implications

Risk and Opportunity Management Implications:

No risk management implications

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Public Health Implications:

No public health implications

Corporate or Citywide Implications:

7. Supporting Information

Appendix 1 – Area Panel Terms of Reference

Appendix 2 – Area Panel Review findings

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Appendix 1

Brighton & Hove City Council Housing Area Panels

Terms of Reference 2023

Purpose

Area based panel consisting of ward councillors, tenants, and leaseholders of the city council to engage and consult tenants on strategic city wide and area-based housing issues and improvements on council land, funded by the Housing Revenue Account (HRA).

Panels will cover the following boundaries:

- East
 - West
 - Central
 - North.
-
- Panels will not consider individual tenants' and leaseholders' issues. Tenants and leaseholders will be directed to other appropriate channels.
 - Panels will not consider individual leaseholders fees and charges related to planned and major works. Leaseholders will be directed to other appropriate channels.

1. Areas of responsibility

- a) To receive and provide comment, feedback and recommended actions on reports relating to the council's role and performance as a housing service.
- b) Issues for consideration will include the performance of housing services provided directly by the council and by contractors.
- c) Non housing issues will be referred to the appropriate council service, other agency, community forum or committee for consideration.
- d) Area Panel(s) may request time limited task and finish groups on persistent and/or key strategic city-wide or area-based issues, subject to available resources and competing priorities.

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2. Budgets

- a) An annual Estates Development Budget (EDB) will be devolved to each Area Panel.
- b) There will be at least one specific Area Panel meeting each year for decisions on main EDB bids.
- c) Voting on main EDB bids is by tenants only ¹ and consultation of leaseholders where applicable.
- d) All EDB quick bids up to £1000 will be decided upon by the citywide resident EDB panel. This panel is made up of tenant representatives from each area who are elected through the Improvement and Empowerment Service Improvement Group.

3. Membership and participation

Membership and participation of each area panel is open to:

- a) All ward councillors whose constituency falls within the boundaries of the Area Panel.
- b) A representative from any tenants' and residents' association within the boundaries of the Area Panel.
- c) All council housing tenants who live within the boundaries of the Area Panel.
- d) All resident leaseholders of the council that live within the boundaries of the Area Panel.
- e) A Leaseholders Action Group representative that lives within the boundaries of the Area Panel.
- f) All tenants or leaseholders can submit a question to an Area Panel meeting. (See section 7 below for process).

4. Chairing

- a) All Area Panels will be co-chaired by a councillor and a representative of a Tenants and Residents Association.
- b) The councillor co-chair will be a sitting councillor on the council's Housing Committee, unless no Member of the Panel is a member of the Housing Committee.
- c) Area Panel will elect the Councillor Co-Chair annually, consideration will always be given to appointing a co-chair from Housing Committee. The election to take place at the first Area Panel after Annual Council.
- d) The resident co-chair will be elected annually by the tenant association representatives.
- e) Co-chairs will chair meetings alternately unless otherwise mutually agreed between the co-chairs.
- f) Co-chairs will set the agenda for each meeting together.

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5. Format of meetings

- a) All meetings will be hybrid.
- b) Council's Democratic Services will provide the secretariat for the meetings including but not exclusively the circulation of meeting invitations, agendas and associated papers including meeting any accessibility needs, creating and maintaining action logs and taking minutes of the meeting.
- c) The agenda, minutes and action log will be sent ten working days before the meeting.
- d) The agendas and minutes of the Panel (unless confidential) will be public documents published on the council's website.
- e) Agendas, minutes, and actions of Area Panel meetings will be provided to the co-chairs, all ward councillors, and the nominated representative of all tenants' associations in the area panel boundary.
- f) All reports and papers will be produced in an accessible format.

6. Frequency of meetings

- a) There will be four meetings of each panel per year.
- b) Special Area Panel meetings may be called by the co-chairs, the chair of Housing Committee or the Executive Director for Housing, Neighbourhoods and Communities, if needed but only for exceptional and urgent business.
- c) Days and times of meetings will vary to maximise opportunities for participants attendance.

7. Submission of Residents Questions

- a) All tenants and leaseholders can submit a question for an Area Panel meeting providing it is in line with the purpose of an Area Panel.
- b) All submitted questions will be submitted, considered and prioritised at the Resident Only meeting.
- c) Any members of a Tenants and Residents Association or any council tenants and leaseholders can attend the resident only meetings.

8. Agenda Planning

Area Panel meeting agendas will follow a set format including covering the following areas:

- a) Reports on housing policy and performance of Housing.

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- b) Reports from city-wide housing management groups, e.g., Senior Housing Action Group.
- c) Residents Questions identified at the Resident Only meetings that precede Area Panel meetings; with a maximum of five 3-Star questions per meeting.
- d) Presentations and reports from other services/groups funded by Housing Revenue Account.

9. Conduct

- a) All participants should share their views respectfully and treat all other participants with respect.
- b) All participants should recognise there are differing views and opinions expressed at the Area Panel and will look for a compromise and shared solutions.
- c) If behaviour is repeatedly not following the above, then individuals may be asked to leave a meeting by the co-chairs.

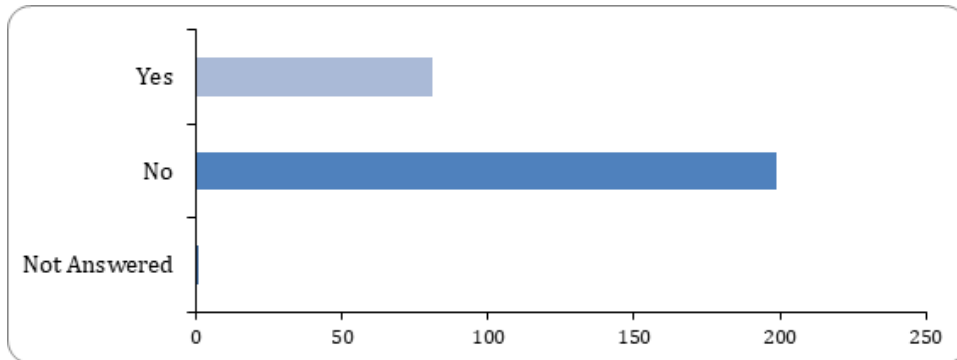
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Appendix 2 – Survey Results

Residents working with council housing - Responses to this survey: **281**

1 : Are you part of a tenant or leaseholder group or organisation?

There were 280 responses to this part of the question.

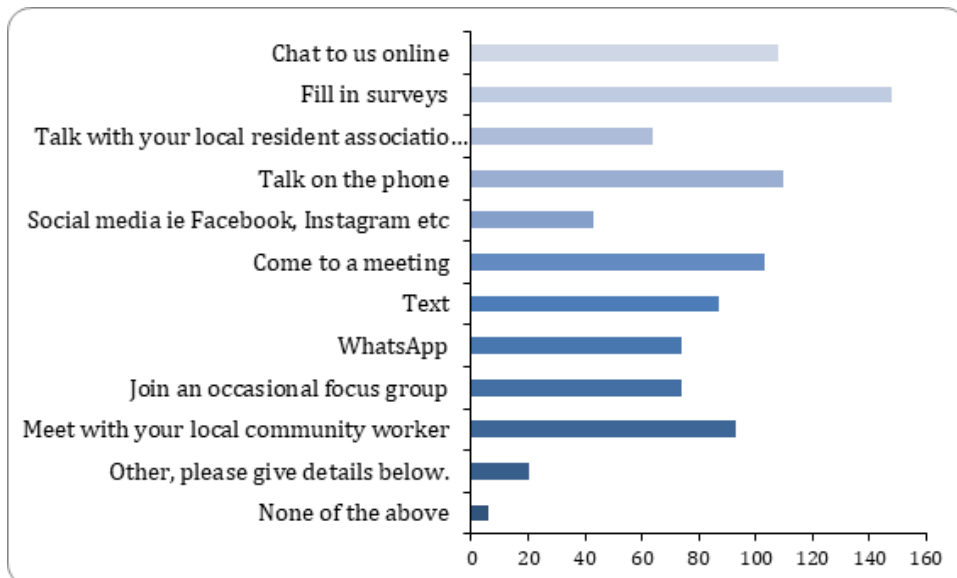


Option	Total	Percent
Yes	81	28.83%
No	199	70.82%
Not Answered	1	0.36%

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2: How would you like to share your views with the Council Housing team?

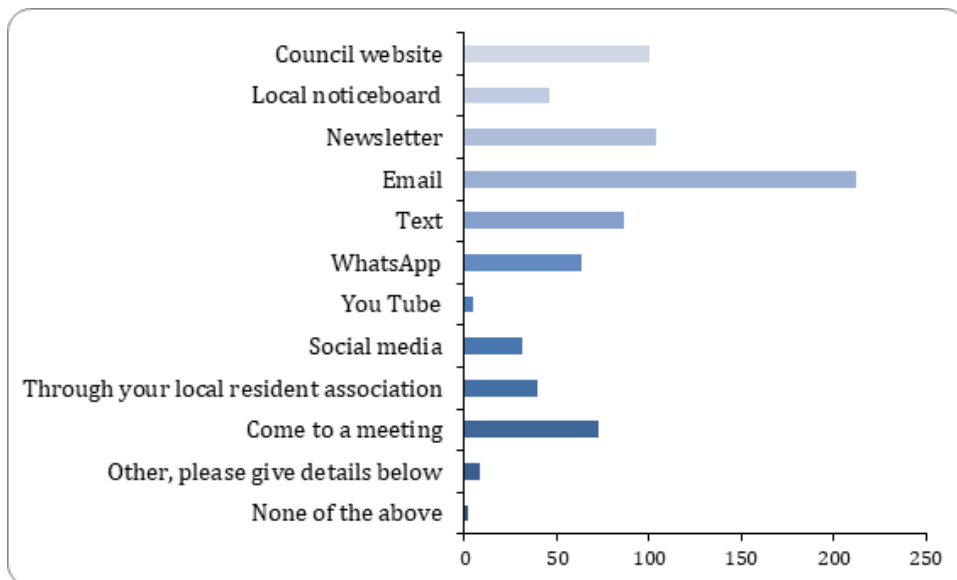
There were 281 responses to this part of the question.



Option	Total	Percent
Chat to us online	108	38.43%
Fill in surveys	148	52.67%
Talk with your local resident association	64	22.78%
Talk on the phone	110	39.15%
Social media i.e., Facebook, Instagram etc.	43	15.30%
Come to a meeting	103	36.65%
Text	87	30.96%
WhatsApp	74	26.33%
Join an occasional focus group	74	26.33%
Meet with your local community worker	93	33.10%
Other, please give details below.	20	7.12%
None of the above	6	2.14%
Not Answered	0	0.00%

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3: How would you like to get information from council housing? There were 281 responses to this part of the question.



Option	Total	Percent
Council website	100	35.59%
Local noticeboard	46	16.37%
Newsletter	104	37.01%
Email	212	75.44%
Text	86	30.60%
WhatsApp	63	22.42%
You Tube	5	1.78%
Social media	31	11.03%
Through your local resident association	40	14.23%
Come to a meeting	73	25.98%
Other, please give details below	8	2.85%
None of the above	2	0.71%
Not Answered	0	0.00%

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4: If you would like to come to a meeting or a focus group, would you prefer. There were 222 responses to this part of the question.

Option	Total	Percent
In person	129	45.91%
Online	113	40.21%
Evening	111	39.50%
Daytime	66	23.49%
Weekend	41	14.59%
Weekday	69	24.56%
Not Answered	59	21.00%

5: How would you like to raise local issues and put them forward to be discussed at the Area Panel or at other meetings? There were 281 responses to this part of the question.

Option	Total	Percent
Chat to us online	121	43.06%
Text	83	29.54%
WhatsApp	70	24.91%
Talk with your local resident association	68	24.20%
Tell us on the phone	108	38.43%
Come to a meeting	102	36.30%
At an occasional focus group	62	22.06%
Meet your community worker	84	29.89%
Attend a meeting with resident representatives	62	22.06%
Other please give details below	20	7.12%
None of the above	18	6.41%

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Not Answered	0	0.00%
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6: What would encourage you to become more involved in the housing issues in

your local area? There were 281 responses to this part of the question. 

Option	Total	Percent
Someone to come along with you	34	12.10%
To be able to send comments via text	67	23.84%
To be able to send comments via WhatsApp	65	23.13%
To be able to send comments via email	126	44.84%
To come to an online meeting	72	25.62%
To be able to claim back carer, travel, or childcare costs	21	7.47%
To come to meeting in your neighbourhood	98	34.88%
To hearing how it makes a difference - success stories	52	18.51%
Seeing the neighbourhood/block has improved	101	35.94%
A specific subject I am interested in	46	16.37%
Other please give details below	24	8.54%
None of the above	30	10.68%
Not Answered	0	0.00%

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7: What stops you becoming involved in the housing issues that affect your local area? There were 281 responses to this part of the question.

Option	Total	Percent
Don't know how to get involved	70	24.91%
Time of meetings/activities	75	26.69%
Don't have time	52	18.51%
Not confident on a computer or on the internet	29	10.32%
Don't have access to a computer or the internet	12	4.27%
Transport costs	8	2.85%
Too complicated	21	7.47%
Community conflict	39	13.88%
Childcare or caring responsibilities	28	9.96%
Not interested	6	2.14%
Don't think it will make any difference	97	34.52%
Other, please give details below	50	17.79%
None of the above	26	9.25%
Not Answered	0	0.00%

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8: What are the main issues or opportunities in your area that you would like to

talk to the council about? There were 281 responses to this part of the question.



Option	Total	Percent
Community Activities	64	22.78%
Green Spaces	94	33.45%
Community Centres	43	15.30%
Parking	109	38.79%
Traffic	39	13.88%
Housing conditions	163	58.01%
Council housing costs	48	17.08%
Anti-Social Behavior	117	41.64%
Other, please give details below	49	17.44%
None of the above	23	8.19%
Not Answered	0	0.00%

9: Would you like to hear more from the Community Engagement team about being

involved? There were 276 responses to this part of the question.



Option	Total	Percent
Yes	152	54.09%
No	124	44.13%
Not Answered	5	1.78%

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10: What type of housing do you have? There were 281 responses to this part of the

question. 

Option	Total	Percent
Council Tenant	236	83.99%
Council Leaseholder	29	10.32%
Private rented tenant	2	0.71%
Freehold homeowner	5	1.78%
Private leaseholder	9	3.20%
Not Answered	0	0.00%

11: Do you live on a council housing estate? There were 281 responses to this part of

the question. 

Option	Total	Percent
Yes	213	75.80%
No	68	24.20%
Not Answered	0	0.00%

12: How old are you? There were 281 responses to this part of the question.

Option	Total	Percent
Under 18	0	0.00%
18-25	7	2.49%
26-35	16	5.69%
36-50	70	24.91%
51-65	122	43.42%
65+	66	23.49%

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Not Answered	0	0.00%
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13: What gender are you? There were 280 responses to this part of the question

Option	Total	Percent
Female	154	54.80%
Male	121	43.06%
Other	3	1.07%
Prefer not to say	2	0.71%
Not Answered	1	0.36%

1.1 **14: How would you describe your ethnic origin?** There were 276 responses to this part of the question.

Option	Total	Percent
Asian or Asian British: Bangladeshi	1	0.36%
Asian or Asian British: Indian	3	1.07%
Asian or Asian British: Pakistani	3	1.07%
Asian or Asian British: Chinese	0	0.00%
Asian or Asian British: Any other Asian Background	1	0.36%
Black or Black British: African	9	3.20%
Black or Black British: Caribbean	2	0.71%
Black or Black British: Any other Black background	3	1.07%
Mixed: Asian & White	0	0.00%
Mixed: Black African & White	3	1.07%
Mixed: Black Caribbean & White	6	2.14%
Mixed: Any other mixed background	2	0.71%
White: English / Welsh / Scottish / Northern Irish / British	197	70.11%

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White: Irish	4	1.42%
White: Gypsy or Irish Traveller	2	0.71%
White: Any other White background	18	6.41%
Other ethnic group: Arab	2	0.71%
Other ethnic group, please give details below	6	2.14%
Prefer not to say	14	4.98%
Not Answered	5	1.78%

15: Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? There were 280 responses to this part of the question.

Option	Total	Percent
Yes, a little	69	24.56%
Yes, a lot	80	28.47%
No	117	41.64%
Prefer not to say	14	4.98%
Not Answered	1	0.36%

Brighton & Hove City Council

Housing Committee

Agenda Item 73

Subject: Homes for Brighton & Hove – external communal area management at Denman Place, Coldean Lane, Brighton.

Date of meeting: Housing Committee 15 March 2023
Policy & Resources Committee 16 March 2023

Report of: Executive Director Housing, Neighbourhoods & Communities

Contact Officer: Name: Diane Hughes
Email: Diane.Hughes@brighton-hove.gov.uk

Ward(s) affected: Hollingdean & Stanmer

For general release

1. Purpose of the report and policy context.

1.1 Homes for Brighton & Hove (HBH) was established in December 2017 as a Limited Liability Partnership (LLP) between Brighton & Hove City Council and Hyde Housing Association in order to help tackle the city's 'housing crisis' and to increase the number of affordable homes.

1.2 The council's Housing & Policy & Resources Committees agreed on the 21 October 2020 to change the partnership to a development company model enabling homes to be developed by HBH and then sold back to the council and Hyde. This does not include the external areas surrounding the blocks and HBH have been considering options for their future management.

1.3 This report outlines arrangements for the management and maintenance of external areas at the HBH site at Denman Place, Coldean Lane, Brighton which will be undertaken by the council and seeks authority for the council to take on the Head Lease at the site to fulfill this function.

2. Recommendations

That Housing Committee:

2.1 Recommends to Policy & Resources Committee that it delegates authority to the Executive Director of Housing, Neighbourhoods and Communities to enter into a 250 year head lease of the HBH site at Denman Place, Coldean Lane, Brighton.

That Policy & Resources Committee:

- 2.2 Delegates authority to the Executive Director of Housing, Neighbourhoods and Communities to enter into a 250 year head lease of the HBH site at Denman Place, Coldean Lane, Brighton.

3. Context and background information

- 3.1 HBH have two housing schemes under construction at Quay View, Portslade and Denman Place, Coldean Lane, Brighton with 346 homes due to be provided. The properties will be sold back to the council and Hyde. Hyde will be providing shared ownership homes with the council providing the rented homes on approximately a 50:50 split (rented and shared ownership). Both organisations will be responsible for the management and maintenance of their own blocks, entrances and any car parking spaces demised to them.
- 3.2 External communal areas are not included in this disposal and the future arrangements for the management and maintenance of these areas has been considered by the HBH board. At the board meeting on 12 December 2022 it was agreed that Hyde would take on responsibility for the Quay View site at Portslade with the council taking on responsibility for the Denman Place, Coldean Lane, Brighton site. This decision is implemented by the Council taking the headlease of the site so was made subject to the Council agreeing to this.
- 3.3 The approach was agreed as Quay View aligned with similar sites that Hyde manage and it has a higher proportion of shared ownership homes. It was also felt that the council was better placed to manage Denman Place due to the nature of the grounds maintenance and woodland management that would be required.
- 3.4 The services required to be delivered at Denman Place will include:
- Graffiti reporting and removal
 - Removing bulk waste, fly tipping and litter picking
 - Upkeep of communal estate signage
 - External communal lighting
 - Sweeping of hard surfaces
 - Maintenance of the estate road and pavements
 - Informal playground inspection and maintenance
 - Grounds maintenance – initially following the set 5 year landscape and open space strategy
 - Woodland management – initially following the set 5 year management plan.
- 3.5 Some services will commence from practical completion which is currently anticipated in December 2023 but PMC Construction (the developer) will be responsible for the maintenance of the following for a further year after practical completion.

- Informal playground inspection and maintenance
- Grounds maintenance – initially following the 5 year landscape and open space strategy.
- Woodland management – initially following the 5 year management plan.
- External communal lighting

- 3.6 The council and Hyde will agree a final specification for these works and agree a pricing schedule. The final cost of delivering the services will be covered by Hyde Housing Association and the council. The council will invoice Hyde annually for their share of the costs and service charges will be applied to tenant's charges in order to recover costs.
- 3.7 Transferring the 250 year Head Lease from HBH to the council will enable the council to take on this responsibility. The term of the lease is the same as the lease agreed between the council and HBH for the land. The lease is at a peppercorn rent (if demanded) and therefore there is no payment required for the council to enter into this lease.

4. Analysis and consideration of alternative options

- 4.1 If the council did not take on management and maintenance of the external areas Hyde would be approached to see whether they would take on the site. Hyde have however stated their preference and have agreed to take on the Quay View site. They do not have comparable schemes with extensive grounds/woodland management.
- 4.2 The alternative would be for HBH to tender the management and maintenance services direct to carry out the functions. It would not however be suitable for a development company to retain the long term interest in the land. This would require HBH to have ongoing oversight and collect service charges from each organisation to pay for the works contracts.

5. Community engagement and consultation

- 5.1 None as this report relates to the council taking on a lease to fulfill its management responsibilities before residents move in.

6. Conclusion

- 6.1 HBH was established to increase the supply of affordable homes in the city. Putting in place these arrangements for the future management of the external areas of the sites will ensure that residents benefit from well managed and maintained grounds.

7. Financial implications

- 7.1 There are no direct financial implications arising from this report, however if recommendation 2.1 is approved the council will enter into a 250-year lease with Homes for the City of Brighton & Hove to provide the management

services for those external areas not covered within the main agreements to purchase the blocks.

As outlined in the main report the cost of this is still to be determined, but the principle will be that the council will be charged for 100% of the costs with 50% being recovered from Hyde. The remaining 50% will either be recovered through tenant's service charges or will form part of the management costs for which the new rental income will pay for.

The expenditure and income will form part of the HRA's main budget provision and will be monitored via the Council's Targeted Budget Monitoring (TBM) reporting process, this being the key component of the council's overall performance monitoring and control framework.

Name of finance officer consulted: Craig Garoghan Date consulted
10/2/23

8. Legal implications

- 8.1 If the recommendation is approved, the Council will enter into a 250 year headlease which will require it to maintain the external areas of the site. Policy & Resources Committee is the appropriate committee to authorise the acquisition of land.

Name of lawyer consulted: Alice Rowland Date consulted: 21/2/23

9. Equalities implications

- 9.1 None

10. Sustainability implications

- 10.1 HBH develop homes that are both cost effective to live in and meet high standards of environmental sustainability in line with the city's 2030 net zero carbon target and helping tackle the climate change and bio diversity emergency.

11. Other Implications

None

Supporting Documentation

- 1. Appendices:** None
- 2. Background documents:** None

Brighton & Hove City Council

Housing Committee

Agenda Item 74

Subject: Develop a Policy to Incentivise Households to Relinquish Council Tenancies as an Alternative to Right to Buy

Date of meeting: 15th March 2023

Report of: Executive Director of Housing, Neighbourhoods & Communities

Contact Officer: Name: Justine Harris

Email: justine.harris@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 The Housing Committee Work Plan 2019-2023 includes a priority to 'Develop a policy to incentivise households to relinquish council tenancies as an alternative to Right to Buy'.
- 1.2 This is a scoping report which considers ways Council tenants, and the Council could potentially benefit from the offer of a cash incentive to buy their own home, as an alternative to Right to Buy (RTB) or move to the private rented sector.

2. Recommendations

- 2.1 That Housing Committee note this report.
- 2.2 That Housing Committee agree to a full report coming back to a future Housing Committee which will consider options for a policy.

3. Context and background information

- 3.1 Whilst the Right to Buy (RTB) provides tenants with an opportunity to own their own home, given the shortage of much needed council homes and the current pressures on the service, the sale of council-owned property is an undesirable outcome for the Council.

- 3.2 RTB applications completed by BHCC.

20/21	24
21/22	48
22/23 (end Q3)	34

- 3.3 The purpose of a cash incentive scheme would be to meet the aim of increasing the Council's capacity to meet existing housing need, by giving

existing council tenants a financial incentive to vacate their property and purchase a home on the open market or rent in the private sector. We will also review whether this can be extended to other forms of tenure, including shared ownership homes developed by our partners in the city.

- 3.4 The Council is authorised to implement a cash incentive scheme by virtue of Section 129 of the Housing Act 1988, as amended by The Regulatory Reform (Schemes under Section 129 of the Housing Act 1998) (England) Order 2003.
- 3.5 In order to build a picture of how successful an incentive scheme may be, part of the initial scoping has been to research local authorities which offer a similar scheme. We have started to investigate how they operate, including:
- Their successful uptake of the scheme
 - Any identified risks
 - How they may promote or market their scheme; and
 - What the financial implications have been
- 3.6 At the time of writing, five organisations – a combination of local authorities and Housing Associations – have been identified as operating a similar scheme. All of these incentivise tenants to buy on the open market but not to rent in the private rented sector.
- 3.7 Of those contacted, three organisations have responded.

Local Authority 1

Incentives offered by one local authority varied depending on the size of the property. from £35k for a four-bedroom property to £15k for a one-bedroom property. With an additional maximum £7,000 if the property has development potential. 15 applications from a stock of 2,171 have been received of which six completed purchases. The funding for the cash incentive scheme has a set at budget.

Local Authority 2

- 3.8 The second local authority to respond also offered a variable grant. This is dependent on the size of the property. The grant available to those purchasing a share in a property is 25% lower than the above. They stipulate that properties can only be purchased within fixed value limits. £270k for a property with up to three bedrooms. £295k for a property with more than three bedrooms
- 3.9 They report that the scheme has been in operation for four years, over this period there have been five applications, three of which have completed. All three had moved out of the area, the cash incentive would not have sufficiently covered the cost of a property in area. RTB applications remained considerably more common.

Local Authority 3

- 3.10 The third local authority to respond has had the most success from their scheme. They offer the highest cash incentive and have completed 239 since 2018/19. This was equal to the number of RTBs within the same period. Grants of up to £120k are available. The amount of grant a tenant can qualify for depends on:
- the size of their current home
 - total length of the tenancy
 - the outcome of a means tested financial appraisal which demonstrates the grant towards the purchase, as well as the ability to demonstrate mortgage repayments are affordable.
- 3.11 This local authority found they had many RTB applicants converting to a home purchase grant.
- 3.12 To ensure that a robust policy is developed that meets the Council's Priorities, a full cost benefit analysis will need to be undertaken that will inform the level of grant that could be affordable for the Council, whilst providing enough of an incentive for the tenant to purchase their own home, instead of exercising their right to buy.
- 3.13 In addition to this cost benefit analysis, consideration will need to be given to the amount of capital receipt that can be retained from the sale of homes under the right to buy and reinvested in new affordable homes across the City. This has proven to be a good source of financing that has unlocked a number of new developments to come forward.
- 3.14 Further due diligence will also be required, this will involve further discussions with other housing providers including local authorities and housing associations.

4. Analysis and consideration of alternative options

- 4.1 Given the variation in the initial research, it is not clear at this stage that offering incentives to relinquish a council tenancy would have a significant impact on BHCC's RTB applications or completions.
- 4.2 Brighton & Hove is a high-value, highly desired private property market, this would need to be considered in the amount offered via an incentive grant, to make it a viable alternative to RTB.
- 4.3 Any progress would be dependent on a budget being identified.

5. Community engagement and consultation

- 5.1 To be considered as part of a full report

6. Conclusion

- 6.1 If agreed by Housing Committee, a full report will come back to a future Housing Committee which will consider options for a cash incentive policy.

7. Financial implications

- 7.1 There are no direct financial implications arising as a result of the recommendations in this report. However, if a policy was to be developed and presented back to a future Housing Committee, a budget would need to be identified. This would be funded from HRA resources. Implications of this would form part of the full report.

Name of finance officer consulted: Craig Garoghan **Date consulted** (06/03/23).

8. Legal implications

- 8.1 By virtue of section 129 Housing Act 1988, as amended, the council has the power to operate a cash incentive scheme. Given that at this stage, the report is only seeking authority to explore the options for a such a scheme, there are no significant legal implications to draw to Members' attention.

Name of lawyer consulted: Liz Woodley **Date consulted** (20/02/23):

9. Equalities implications

- 9.1 None identified.

Brighton & Hove City Council

Housing Committee

Agenda Item 75

Subject: Housing Committee Workplan progress update and Housing performance report - Quarter 3 2022/23

Date of meeting: 15 March 2023

Report of: Executive Director Housing, Neighbourhoods & Communities

Contact Officer: Name: Diane Hughes
Email: diane.hughes@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

1.1 This report illustrates progress against Housing Committee work plan 2019-23 priorities and targets, as well as other Housing service targets. The report covers Quarter 3 of the 2022/23 financial year and is attached as Appendix 1.

1.2 Some key headline results from the quarter include:

- **Customer feedback** – 82% of stage one complaints responded to within 10 working days, an increase from 74% in the previous quarter
- **Private sector housing** – 65.00% of Houses in Multiple Occupation have met all special conditions (of those licensed for over 12 months) at the end of Q3, an increase from 62.92% in the previous quarter.
- **Housing needs** – there were 1,795 households in temporary and emergency accommodation on the last day of the quarter. This is a decrease and a positive step toward our end of year target.
- **Housing adaptations** – the average time taken to approve major adaptations to council homes decreased from 21 weeks in Q2 to 11 weeks in Q3
- **Council housing – empty homes** – The average re-let time for empty council homes continues to improve and the number of empty council homes also reduced from 153 to 144 between Q2 and Q3.
- **Council housing repairs and maintenance** – 59.0% of routine repairs were completed within 24 hours, a slight increase on the previous quarter. Of the 4670 tenants surveyed about recently completed repairs, 97% were satisfied with the standard of work and 97% were satisfied with overall customer service.

1.3 This report also provides an update on progress with mitigating the Council's Strategic Risk, SR21 – unable to managing housing pressures and deliver new housing supply.

2. Recommendations

2.1 That Housing Committee notes the report.

3. Context and background information

3.1 The report uses red, amber and green traffic light symbols to provide an indication of performance, and also trend arrows to provide an indication of movement from the previous quarter.

3.2 This report also provides an update on progress with mitigating the Council's Strategic Risk, SR21 – unable to managing housing pressures and deliver new housing supply.

3.3 The council has a Strategic Risk Register (SRR) to ensure strategic risks for the organisation are proactively captured and appropriate mitigating actions are in place. Audit & Standards Committee approves the Risk Management Framework, and the respective committees are responsible for having an oversight of Strategic Risks linked to their areas of business. In discussion with Audit & Standards Committee members, it has been agreed that each policy committee will receive an annual update on the progress of their strategic risk(s).

3.4 As of Quarter 3 2022/23, the Council's Strategic Risk SR21 is rated Amber, as per the Council's Risk Management Framework, with adequate controls in place to manage the risk, including the delivery of the Housing Committee Work Plan, the implementation of an affordable housing policy in the City Plan, and the development of a Strategic Housing Needs Assessment.

3.5 Progress against the Housing Committee Workplan is outlined within Appendix 1 of this report.

3.6 The 2021/22 Authority Monitoring Report indicates that in this period, 1,073 net new homes were completed in the city, of which 479 (or 44%) were affordable. Additionally, City Plan Part Two was also adopted in October 2022 and twenty priority sites for housing development have been identified.

3.7 The Strategic Housing Needs Assessment, which will help determine the city's future housing requirements, has been commissioned with a final report due in Spring 2023.

4. Analysis and consideration of alternative options

4.1 This report is for noting so alternative options are not required.

5. Community engagement and consultation

5.1 This report went to Area Panels in February 2023 for residents to comment and enquire upon and discuss.

6. Conclusion

- 6.1 There continue to be areas of strong performance, with 25 Housing Committee Work Plan objectives on track for delivery and 13 performance indicators on target. Furthermore, there has been an improvement in 16 of the performance indicators since the previous quarter.
- 6.2 The council has a robust Risk Management Framework and approach to key strategic risks, as evidenced by this report. There are a number of well established, existing controls in place to ensure the council is taking action to manage housing pressures and deliver new housing supply.

7. Financial implications

- 7.1 The financial implications of the Housing performance indicators are incorporated in the monthly HNC Targeted Budget Monitoring (TBM) Process through which action is taken to manage spend within budget wherever possible.

Name of finance officer consulted: Monica Brooks Date consulted: 14/02/23

8. Legal implications

- 8.1 There are no significant legal implications to draw to the committee's attention arising from this report.

Name of lawyer consulted: Liz Woodley Date consulted: 02/02/23

9. Equalities implications

- 9.1 There are no direct equalities implications arising from this report.

10. Sustainability implications

- 10.1 Although this report is for noting, the workplan updates within it include progress on objectives relating to sustainability, as well as monitoring of the average energy efficiency rating of council homes.

11. Other Implications

- 11.1 There are no other direct implications arising from this report, which is for noting

Supporting Documentation

1. Appendices

1. Housing Committee workplan progress update and Housing performance report - Quarter 3 2022/23

Committee workplan progress update and Housing performance report

Quarter 3 2022/23

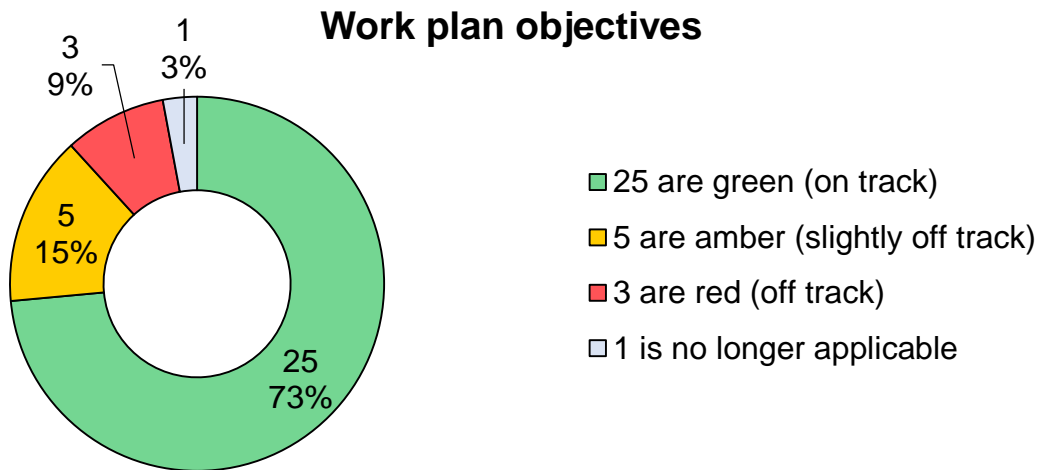
This report provides updates on the Housing Committee priorities and work plan for 2019 to 2023, as well as a range of performance indicators. There continue to be areas of strong performance, with 25 Housing Committee Work Plan objectives on track for delivery and 13 performance indicators on target. Furthermore, there has been an improvement in 16 of the performance indicators since the previous quarter. However, some delivery challenges remain. The report highlights actions being taken to improve services.

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This housing performance report covers Quarter 3 (Q3) of the 2022/23 financial year. It uses red, amber and green ratings to provide an indication of performance.

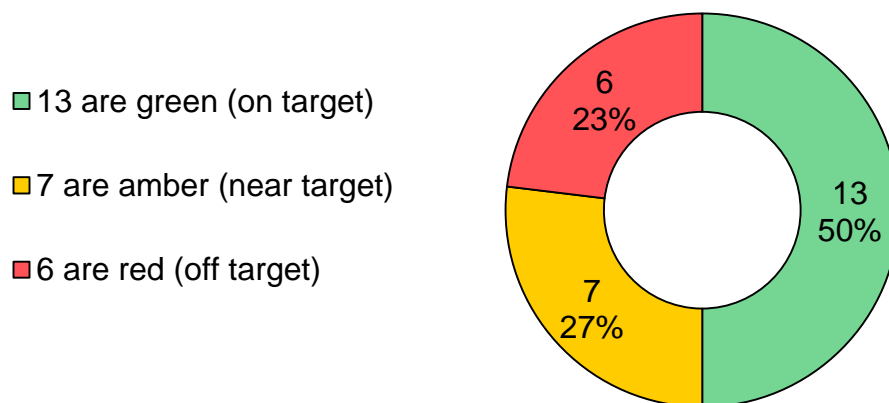
Part one provides an update of performance against the Housing Committee work plan objectives for 2019 – 2023:



Part two presents results for a range of performance indicators across Housing and similarly uses red, amber and green ratings, as well as trend arrows. Commentary has been included for indicators which are red. During Quarter 3, the ratings and trends were as follows:

- | | |
|---|---|
| <p>G Green – on target
(13 indicators)</p> <p>A Amber – near target
(7 indicators)</p> <p>R Red – off target
(6 indicators)</p> | <p>↑ Improved since last time
(16 indicators)</p> <p>↔ Same as last time
(0 indicators)</p> <p>↓ Poorer than last time
(8 indicators)</p> |
|---|---|

Performance indicators



Part one: Housing Committee priorities and work plan 2019-23

1. Provide additional affordable homes

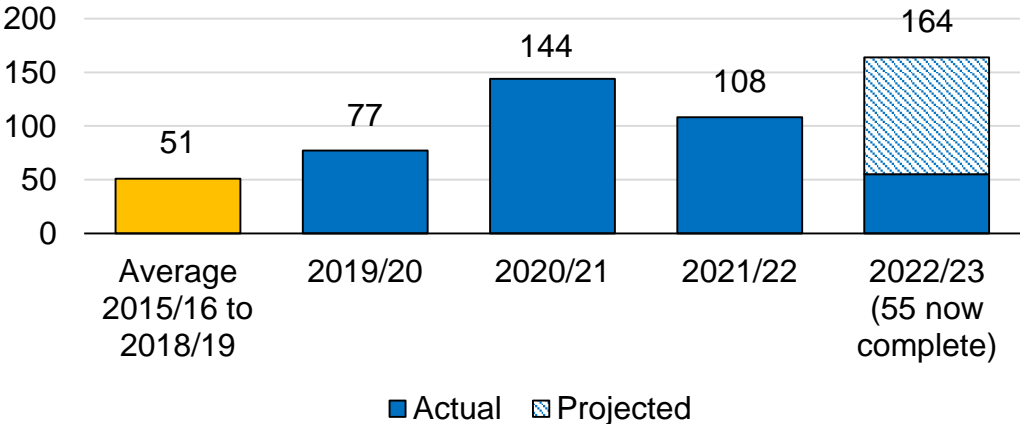
1.1 Off track: Achieve 800 additional council homes (including develop the existing Hidden Homes strategy)

Regular updates on progress are provided to Housing Supply Member Board.

A total of **493** homes are projected for completion between April 2019 and March 2023, including 384 already completed. The projected total for 2022/23 (164) exceeds all previous years, and this programme has been delivered during a period of unprecedented complexity due to the Covid-19 pandemic and recovery phase

- 2019/20: 77 homes – buy backs (43 Home Purchase), Hidden Homes (6), Kensington Street (12), Tilbury Place (15) and Devon Lodge (1 lease handed back)
- 2020/21: 144 homes – buy backs (40 Home Purchase and 24 NSAP – Next Steps Accommodation Programme), Buckley Close (12), Hartington Road (38) and Hawkridge Court (30)
- 2021/22: 108 homes – buy backs (66 Home Purchase, 6 NSAP and 18 Rough Sleepers Accommodation Programme – RSAP), Hidden Homes (8) and Oxford Street (10)
- 2022/23: 164 homes – buy backs (107 general needs and 12 RSAP), Hidden Homes (3) and Victoria Road (42)
- Although outside of the timescale of the Housing Committee workplan, there are a further 230 homes projected for completion during 2023/24 (including 176 Homes for Brighton & Hove dwellings)

Additional council homes per year



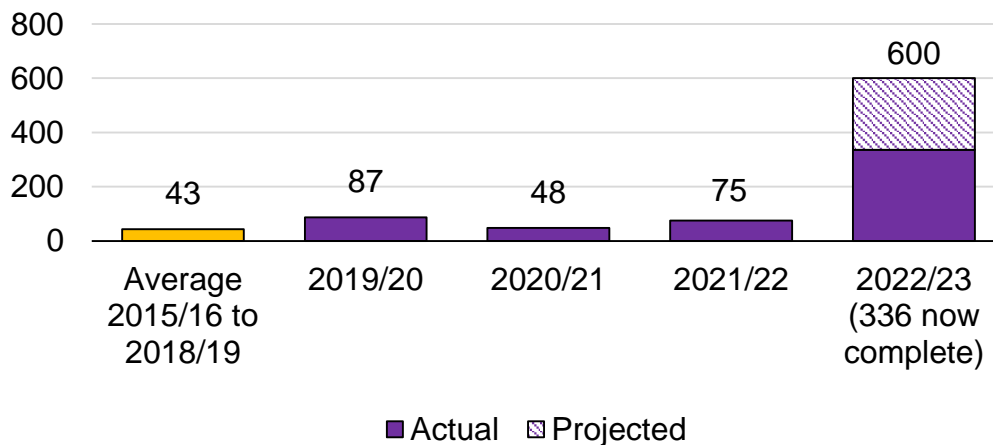
1. Provide additional affordable homes

1.2 On track: Achieve 700 other additional homes (registered provider, affordable rented, shared ownership)

A total of **810** homes (243 rent and 567 shared ownership) are projected for completion between April 2019 and March 2023, including 414 already completed. The projected total for 2022/23 (600) exceeds all previous years, and this programme has been delivered during a period of unprecedented complexity due to the Covid-19 pandemic and recovery phase

- 2019/20: 87 homes – Montpelier Place (5), Kingsway (54) and Circus Street (28)
- 2020/21: 48 homes – Freehold Terrace (8), Plumpton Road (2), Nevill Road (4) and Preston Road (34 from two providers)
- 2021/22: 75 homes – Preston Barracks (19), Falmer Avenue (13), Hangleton Way (33) and Lions Gardens (10)
- 2022/23: 600 homes – Edward Street (33), School Road (104), Preston Barracks (226), Graham Avenue (125), Sackville Hotel (7), New Church Road (5) and King’s House (100)

Other additional homes per year

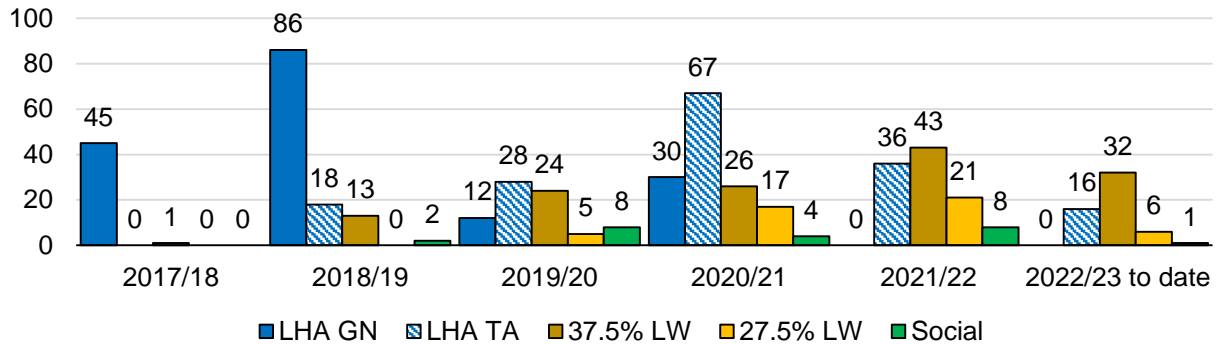


1. Provide additional affordable homes

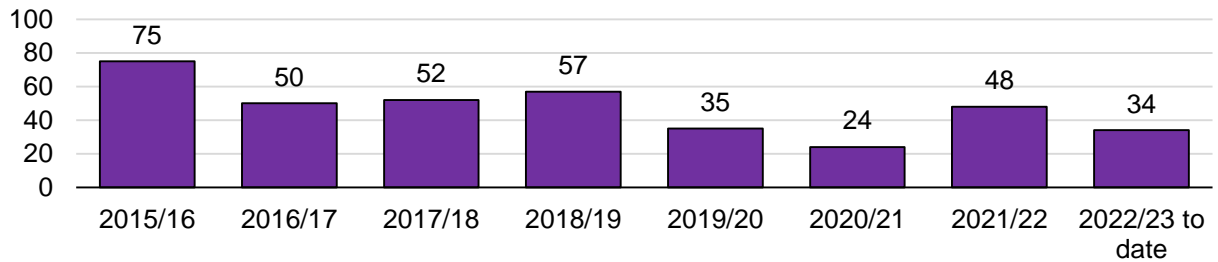
1.3 On track: Review the rent policy to maximise the number of council homes replaced at social or living wage rents (especially those at 27.5% Living Wage)

18% of new general needs (GN) council homes delivered during 2022/23 to date are at social or 27.5% Living Wage rents (7 of 39) and the remaining 82% (32 of 39) are at 37.5% Living Wage rents. The 16 new homes at Local Housing Allowance (LHA) rates are temporary accommodation and RSAP properties.

Additional council homes by rent level



Council homes sold through the Right to Buy (RTB)



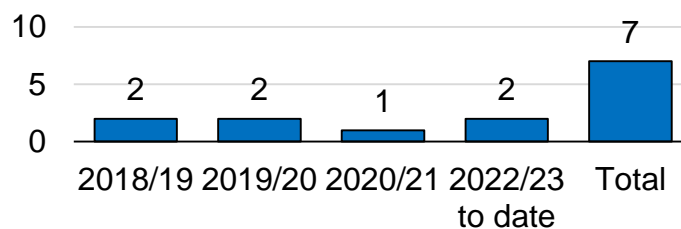
1.4 On track: Develop a policy for the council to take the role of developer on major sites

- Homes for Brighton & Hove Joint Venture is now a delivery company

1.5 Slightly off track: Bring a report to committee identifying suitable sites to work in partnership with Community Land Trust (CLT) for development

- 7 out of 10 sites so far identified for Community Land Trust development
- Planning applications are regularly reviewed to seek opportunities for self-build plots on large private development sites, but this has not yet yielded suitable plots

Sites identified



2. Improving private rented housing

2.1 On track: Review and resubmit selective licensing scheme proposal to improve the management and standards of private rented sector homes in the city

- Private Sector Housing Updates have come to Housing Committee in September 2022 and January 2023. Two further Private Sector Housing reports (Discretionary Licensing; and Enforcement Policy Review), are agenda items for March Housing Committee.

2.2 On track: Research and review an ethical loan scheme

- Community Housing Pilot update report went to Housing Committee in November 2022, with an update on the proposed community led housing ethical loans scheme pilot

2.3 Off track: Develop or commission an information or advice hub for private renters and consider options for a private tenants' forum

- This work has been deferred due to Covid-19 recovery priorities and resource capacity issues

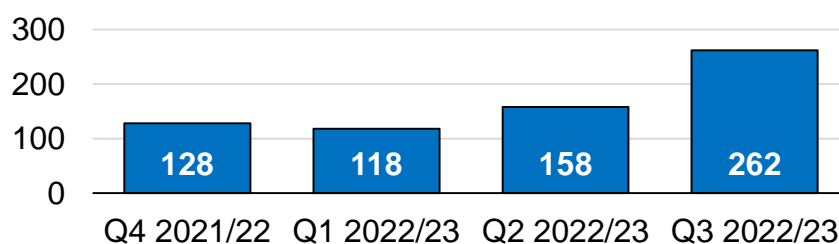
2.4 On track: Research and develop a social lettings agency

- Report considered at Housing Committee in November 2022. Agreed to not proceed with an agency at this time

2.5 On track: Develop the enforcement approach to private sector housing to reflect the full range of potential options available to improve management and standards

- Private Sector Housing: Enforcement Policy Review is an agenda item for March 2023 Housing Committee.
- A project for the enforcement of the Minimum Energy Efficiency Standards (MEES) has been ongoing since April 2022. Following a successful grant application to the Department for Business, Energy and Industrial Strategy (BEIS), £70,765 has been awarded for use up to May 2023
- A new set of Performance Indicators were agreed at Housing Committee in September 2022 (please see page 18 of this report)
- Request for assistance top categories during Q3: 95 disrepair (37%), 50 dampness (20%) and 17 HMO noise nuisance (7%)

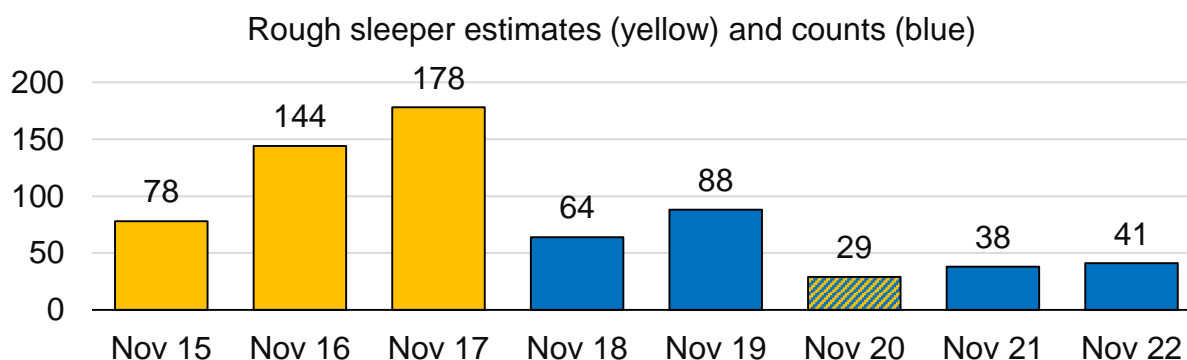
Requests for assistance received



3. Alleviating homeless and rough sleeping

3.1 On track: Develop a rough sleeping strategy (to include partnerships with community homeless and faith projects and delivery of homeless enterprise projects)

- Homeless & Rough Sleeper Strategy approved by Housing Cttee in June 2020
- Homelessness and Rough Sleeping update went to Housing Cttee in March 2022



The November 2020 figure used a blended methodology of an estimate with a spotlight count, due to the national Covid lockdown at the time. Please note that estimates have only been carried out at times when counts have not been.

3.2 On track: Review/consult/adopt the Homeless Bill of Rights

- Values of the Homeless & Rough Sleeper Strategy approved by Housing Committee in June 2020 align to the Homeless Bill of Rights. Strategy states that *'The Homeless Bill of Rights should be viewed as a standard against which the Council and its partners judge our policies and practices'*
- The Homeless Bill of Rights was adopted by Full Council in March 2021 and is an aspirational document against which to measure services and progress

3.3 No longer applicable: Provide a 365 day night shelter

- Night shelter was closed in early April 2020 on the advice of what was then the Ministry of Housing, Communities & Local Government (MHCLG) and Public Health England due to Covid-19 restrictions, as it had congregate sleep sites

3.4 On track: Expand Housing First

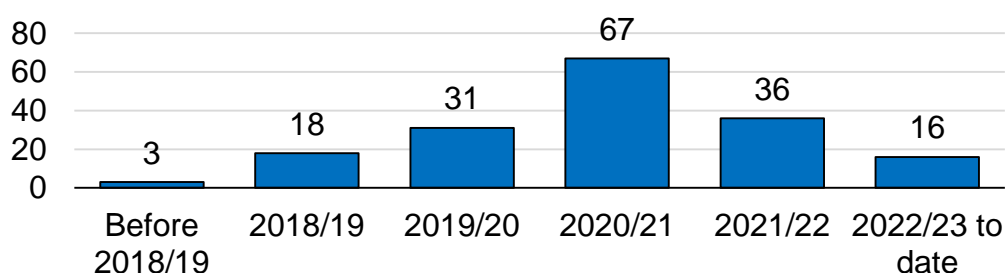
- There are 81 units of accommodation used for Housing First including Housing-led support

3. Alleviating homeless and rough sleeping

3.5 On track: Develop a strategy for the provision of council run temporary accommodation including Seaside Homes

- Report due for Housing Committee in Quarter 4 2022/23
- Manoj House (Hartington Road) – 38 homes became ready in February 2021
- George Cooper House (Oxford Street) – 10 homes completed in March 2022
- Buy backs – 29 of 266 homes purchased are for temporary accommodation, plus 30 NSAP and 33 RSAP (92 dwellings across all three categories)

Council owned temporary accommodation, NSAP and RSAP dwellings by year delivered



3.6 On track: Develop a homeless strategy, ensuring homeless people are involved in the design and development of services which directly affect them

- Homelessness & Rough Sleeper Strategy approved by Housing Committee in June 2020
- Homeless Reduction Board has been meeting since September 2020 and its role includes monitoring progress of the aspirations contained in the Homeless Bill of Rights and making recommendations to Housing Committee
- Homeless Reduction Operational Board has been meeting quarterly since July 2021 and includes people with a lived experience of homelessness. It reports to the Homeless Reduction Board

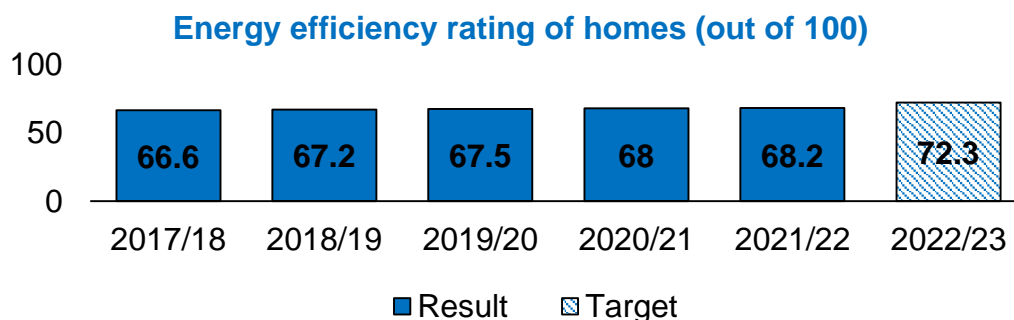
4. Achieving carbon reductions and sustainability in housing including address fuel poverty

4.1 On track: Develop an action plan to set out how we will work collaboratively to ensure housing contributes to making the city carbon neutral by 2030

- Latest 'Carbon Reduction in Housing Update' report went to Housing Committee in September 2022 which details work towards developing an Energy Plan, aligned to a revised Asset Management Strategy, and outlines work to inform a plan towards the 2030 carbon neutral target
- Energy modelling software is currently being used to enable costed retrofit plans to be developed for council homes
- Work progressing with the Retrofit Taskforce, led by Lewes and Eastbourne and University of Brighton to identify regional approach to retrofitting council homes
- Over 40 Air Source Heat Pumps have been installed in properties with inefficient electric heating, with insulation upgrades at the same time where appropriate, and a further 50-60 installs are planned in the remainder of the current financial year
- Options appraisals are currently being carried out to install low carbon heating and hot water services in five high rise blocks and one seniors housing scheme

4.2 Slightly off track: Develop a new PV and energy efficiency strategy for council homes to include standards for new homes

- A New Builds Sustainability Policy has been produced and agreed. The revised HRA Energy Strategy is in progress and will be finalised when the revised HRA Asset Management Strategy has been approved at Housing Committee
- Standards for new council homes are guided by the revised new build specification – minimum Energy Performance Certificate rating of A
- Procurement of domestic solar PV programme on council homes (1,000 households to be delivered over three years) began October 2022 with install programme expected to start in Spring 2023



4.3 On track: Review the energy efficiency and provision on all new developments

- A report providing an 'Update on Sustainability Measures for New Homes and Housing Supply Sustainability Policy' went to Housing Committee in January 2021 and the committee endorsed a draft New Build Housing Sustainability Policy
- Victoria Road new build scheme will pilot a low energy 'microgrid' heating and electricity solution integrating ground source heat pumps and solar panels to reduce residents' bills

4. Achieving carbon reductions and sustainability in housing including address fuel poverty

4.4 On track: Investigate and report the possibility of bulk buying PV panels and other energy saving resources

- Round 1 of the Solar Together Sussex (STS) scheme was launched in Autumn 2020 with over 80 installations completed in this phase
- Round 2 of STS was launched in September 2021: over 7,000 homes registered across Sussex and a local supplier was appointed to carry out installations, with most now completed and the final ones to be completed during Quarter 4 2022/23
- Options for Round 3 of the scheme are currently being considered by the partnership of Sussex local authorities

5. Improving council housing and community involvement

5.1 On track: Work with tenants to develop a 'decent environment' standard

- Report due for Housing Committee in Quarter 4 2022/23
- A twelve-week pilot of estate walkabouts was undertaken from May to August 2022: these will help establish a schedule of improvements and budget allocation
- A review of the pilot was completed and reported to area panels in October 2022, and information from it will be used to consider a decent environment standard
- The Estates Walkabout schedule will be published for two years and promoted with ward councillors, lead councillors and residents

5.2 On track: Develop a fire safety programme in conjunction with tenants and residents

- Sprinklers are now fitted as standard in all council new build homes
- The Building Safety Bill is now confirmed as an act and consultants are now in place to provide a road map to support the council's responsibilities under the new act, which has links to the Social Housing Regulation
- A full Fire, Health & Safety and Compliance report is currently being undertaken on council housing stock and the requirements on the council. This will detail the current arrangements and the resources needed to meet future arrangements
- Meetings with East Sussex Fire and Rescue (ESFR) take place every four weeks and they are fully engaged with the council processes

5.3 On track: Review and develop a new tenant and community involvement policy/strategy for housing, ensuring we learn from the lived experience of our clients, meet the 'Involvement and Empowerment' standard and that co-production is at the heart of our tenant and resident involvement work

- New Tenant and Leaseholder Engagement Strategy was approved at Housing Committee in March 2021

5. Improving council housing and community involvement

5.4 On track: Extend participatory budgeting

- Report approved at March 2021 Housing Committee including development of a policy for extending participatory budgeting

5.5 On track: Develop the work undertaken with leaseholders to develop a new leasehold involvement policy, setting out how leaseholders can be supported to be more proactively involved in capital works and other leasehold matters

- New Tenant and Leaseholder Engagement Strategy was approved at Housing Committee in March 2021
- Consultation with leaseholders on planned and major capital works and other improvement projects has concluded and our contracts and framework are now operating
- Leaseholders are being consulted where the council has plans to undertake works under these contracts on a block-by-block basis
- A procedure for engagement with tenants and leaseholders for proposed projects that will be tendered through the major works framework has been established and a more robust resident engagement process adopted
- Our planned works contracts and all other projects will be consulted with residents in the same manner as capital major projects
- Extended leaseholder payment options are approved and available to leaseholders who request this

6. Enabling more affordable home ownership

6.1 On track: Work with Community Land Trust (CLT) to develop self-build opportunities

- CLT focus is on affordable rented homes which are likely to be self-build
- Self-build plots including for community led housing groups have been included as part of planning agreement for Toad's Hole Valley

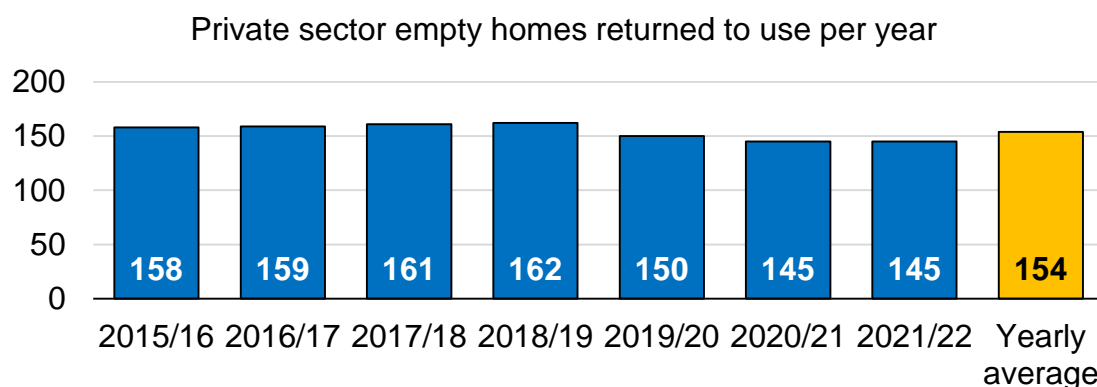
6.2 On track: Work with Homes for Brighton & Hove and registered providers in the city to develop 500 shared ownership properties for essential workers who live and work in the city

- 567 shared ownership homes are projected for development between April 2019 and March 2023
- The Living Wage Joint Venture, Homes for Brighton & Hove, first two sites totalling 346 homes and under construction
- Homes for Brighton & Hove is becoming a delivery company, with 168 Hyde shared ownership homes and 178 rented homes (176 council and 2 Hyde) expected for completion in 2023/24

7. Make fuller use of shared housing capacity

7.1 Slightly off track: Review our empty homes policy to ensure 650 empty homes are brought back into use

- 440 private sector vacant dwellings (empty for more than six months) were returned into occupation within the first three years of the timescale of the Housing Committee workplan, with one year remaining



7.2 On track: Develop a policy to incentivise households to relinquish council tenancies as an alternative to right to buy

- Research has been completed with other Local Authorities operating similar schemes
- Financial analysis to be undertaken in Quarter 4 2022/23 to enable a policy recommendation to be formed

7.3 Off track: Investigate the possibility of supporting a 'lodger' scheme and report to Committee

- Committee report due for March 2021 – deferred due to service pressures and Covid-19 recovery priorities

7.4 On track: Undertake an impact assessment of short-term holiday lets and Air BnB in the city and consider options that may inform an approach to alleviate the most detrimental issues arising

- Report on Regulation of Short-Term Holiday Lets was agreed at Tourism, Equalities, Communities & Culture and Housing committees in March 2020. It included using existing powers to deal with complaints, ensuring coordinated approach to enforcement between services and lobbying central government for enhanced enforcement powers and a national registration scheme
- A system is in place for the public to report issues with short term holiday lets, so that relevant council teams can take appropriate enforcement action where possible
- The council responded to the Government's call for evidence on a Tourist Accommodation Registration Scheme

8. Alleviating poverty

8.1 Slightly off track: Ensure the in house repairs services include measures to: provide opportunities for young people to develop skills for example through apprenticeships; maximise community benefits, including through use of local firms and labour for supply chain as well as planned and major works; and, develop pathways to employment that are inclusive in offering opportunities to all the communities we serve

- The Repairs & Maintenance service currently employs seven electrical apprentices and is planning to expand to 20 apprenticeships in total by the end of 2023

8.2 Slightly off track: Review arrears policy to ensure all action is taken at the earliest stage, support given and eviction is used as a last resort








- The arrears policy is currently being reviewed by the Housing Income Management Team







8.3 On track: Develop an arrears policy for temporary accommodation, which gives tenants the same level of support and assistance as those in permanent accommodation

- Policy is in place for long term temporary accommodation which matches that in council owned housing

Part two: Performance indicators






The council is responsible for managing 11,772 council owned homes and 2,278 leaseholder homes, as well as providing temporary accommodation for 1,795 households.

	Customer feedback – all Housing services	Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
9.1	 Compliments received from customers	Info	106	163	n/a	n/a
9.2	 Stage one complaints responded to within 10 working days	80%	74% (111 of 150)	82% (150 of 182)		
9.3	Stage one complaints upheld	Info	38% (57 of 150)	46% (83 of 182)	n/a	n/a
9.4	Stage two complaints upheld	18%	35% (8 of 23)	17% (4 of 23)		




  Private sector housing		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
10.1	Total licensed Houses in Multiple Occupation (HMOs)	Info	3,527	3,574	n/a	n/a
10.2	Corporate KPI: HMOs where all special conditions have been met (for licences issued over 12 months ago)	58%	62.92% (1,205 of 1,915)	65.00% (1,250 of 1,923)		
<p>The target of 58% for the end of Q2 is set as a step towards a target of 60% at the end of Q4. The indicator above measures cases where the council has verified that conditions have been completed and it is anticipated this figure will continue to rise over the course of the year.</p>						
10.3	New: Requests for assistance received (eg disrepair issues)	Info	158	262	n/a	n/a
10.4	New: Property inspections completed	Info	-	252	n/a	n/a
10.5	Private sector vacant dwellings returned into occupation (empty for more than two years)	9	18	9		
<p>This indicator used to apply to properties empty for longer than six months but has now changed to focus on properties empty for more than two years, which require more intensive casework. Most properties empty for less than two years do not require intensive casework and may often come back in to use without intervention.</p>						












NB Additional indicators relating to private sector housing are being developed with the aim of including them in these reports. Two are now in place with data covering Quarter 3 2022/23 in the table above, and four more are under development with the aim of providing data for Quarter 4 2022/23. These are as follows:




- Number of properties inspected with Category 1 and 2 hazards
- Number of closed property cases
- Proportion of properties with Category 1 and 2 hazards resolved through informal action (out of closed property cases)
- Proportion of properties with Category 1 and 2 hazards resolved through formal action (out of closed property cases)

 Housing adaptations		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q3
11.1	Private housing – average weeks taken to approve Disabled Facilities Grant applications	10	18.4	18.3		
11.2	New: Private housing – average weeks taken for contractor to complete works	Info	38.4	34.7	n/a	n/a
11.3	Council housing – average weeks taken to approve applications and commence works	10	21.2	11.1		
11.4	New: Council housing – average weeks taken for contractor to complete works	Info	23.9	16.6	n/a	n/a

The amber threshold for the two targeted indicators above is set at 26 weeks based on historic guidance timescales, with the target of 10 weeks reflecting revised guidance timescales. We are now also able to provide two additional indicators measuring the average time taken to complete adaptations works, as requested at Housing Committee.

 Housing Needs – Housing Options and allocations		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
12.1	Corporate KPI: Households where homelessness was prevented due to casework by the council and partner agencies	424	403	466		
We are planning to introduce new performance indicators relating to homelessness prevention and relief for 2023/24. The indicator above is not an ideal measure of performance, as lower numbers of preventions could occur because fewer people are being threatened with homelessness, rather than a lower proportion of overall cases resulting in a prevention.						
12.2	New households accepted as homeless	Info	136	119	n/a	n/a
12.3	Number of households on the housing register	Info	7,506	7,582	n/a	n/a

 Housing Needs – temporary accommodation (including emergency accommodation)	Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2	
13.1	Corporate KPI: Total households in temporary accommodation	1,750 or fewer	1,809	1,795		
13.2	... as above but excluding council NSAP and RSAP households	For info	1,774	1,757	n/a	n/a
The target of 1,750 for the end of Q3 for the indicator on row 13.1 is set as a step towards a target of 1,700 at the end of Q4. For now this Corporate KPI includes 38 NSAP and RSAP households but will be reviewed for the next financial year (the indicator on row 13.2 already excludes these).						
13.3	Rent collected for emergency accommodation (year to date including loss from empty homes)	89.21%	88.97% (£1.92m of £2.16m)	95.24% (£2.99m of £3.14m)		
13.4	... as above but excluding rent loss from empty homes	For info	105.49% (£1.92m of £1.82m)	109.81% (£2.99m of £2.72m)	n/a	n/a
The indicator above (like the other rent collection indicators in this table) measures the actual amount of rent collected during the year to date compared to the amount due within the same period. It is sometimes possible for the former to be larger, thereby producing results over 100%.						
13.5	Rent collected for leased properties (year to date including loss from empty homes)	96.96%	89.00% (£3.10m of £3.48m)	86.56% (£4.58m of £5.29m)		
The service is working to bring the rent collection rate for leased properties in line with the rate for Seaside Homes, building upon recent successes in bringing the latter back on target.						
13.6	... as above but excluding rent loss from empty homes	For info	94.99% (£3.10m of £3.26m)	92.08% (£4.58m of £4.92m)	n/a	n/a
13.7	Rent collected for Seaside Homes (year to date including loss from empty homes)	91.00%	89.02% (£2.45m of £2.75m)	91.50% (£3.83m of £4.18m)		
13.8	... as above but excluding rent loss from empty homes	For info	94.57% (£2.45m of £2.59m)	97.46% (£3.83m of £3.93m)	n/a	n/a
13.9	Empty temporary accommodation homes	For info	79	62	n/a	n/a
The indicator above includes 31 block-booked, 19 private sector leased and 12 Seaside Homes dwellings. These are dwellings that were available to let as temporary accommodation.						
13.10	Seaside Homes properties with a valid Landlord's Gas Safety Record	100%	99.4% (419 of 422)	99.8% (421 of 422)		
13.11	Leased properties with a valid Landlord's Gas Safety Record	For info	84.6% (498 of 589)	83.5% (475 of 569)	n/a	n/a

 Council housing – supply		Q2 2022/23	Q3 2022/23
14.1	 Additional council homes	24	16
14.2	... at Local Housing Allowance (LHA) rents	25% (6 of 25)	50% (8 of 16)
All homes at LHA rates delivered during Q3 were for RSAP households			
14.3	... at 37.5% Living Wage rents	64% (16 of 25)	31% (5 of 16)
14.4	... at 27.5% Living Wage rents	4% (1 of 25)	19% (3 of 16)
14.5	... at social rents	4% (1 of 25)	0% (0 of 0)
14.6	Council homes sold through the Right to Buy	5	8
Of the 8 homes sold during Q3, 2 were leasehold (flats) and 6 were freehold (houses)			
14.7	Net change in the number of council homes – all rent levels	+19	+8
14.8	Net change in the number of council homes – social and 27.5% Living Wage rent homes only	-3	-5
14.9	 Total council owned homes	11,764	11,772
Total council owned dwelling stock of 11,772 includes 10,724 general needs, 877 seniors housing, 38 council owned emergency accommodation, 70 council owned temporary accommodation, 30 NSAP and 33 RSAP dwellings (including new dwellings).			

14.10 Council housing – buy backs (Home Purchase and Next Steps / Rough Sleepers accommodation)

Buy backs by application date	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23 to date	Total
Total applications	5	53	88	157	158	69	530
Of which, became purchases	2	32	53	91	78	10	266
Council declined	1	13	11	16	10	6	57
Owner declined offer	1	5	12	15	14	1	48
Owner withdrew	1	3	12	34	51	15	116
Outcome pending	0	0	0	1	5	37	43

Completed buy backs by rent level	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23 to date	Total
Completed purchases	1	13	43	64	90	55	266
... general needs social rent	0	0	1	4	0	1	6
... general needs 27.5% Living Wage	0	0	5	17	21	6	49
... general needs 37.5% Living Wage	1	5	24	14	43	32	119
... temporary housing at LHA rates	0	8	13	29	26	16	92





Summary of all buy backs since start of programmes, September 2017







Total purchases	Social rent	27.5% LWR	37.5% LWR	LHA rate	No. rent reserve applied	Total rent reserve applied	Net modelled subsidy (surplus) over all properties to date (£)
266*	6	49	119	92	46 **	£1.973m ***	£232,000

* Of which 240 are flats (7 studio, 82 one bed, 131 two bed, 20 three beds plus) and 26 are houses (4 two bed, 22 three beds plus)






** Following Housing Committee decision to use rent reserve to keep rents as low as possible

*** Applied during 2021/22 – a further £830k is anticipated to be used during 2022/23

















 Council housing – management		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
15.1	Corporate KPI: Rent collected as proportion of rent due (current tenants)	96.65%	94.58% (£55.5m of £58.7m)	94.12% (£55.3m of £58.7m)		
<p>The Q2 and Q3 figures above are forecasts for the whole of the 2022/23 financial year. The methodology excludes rent loss from empty properties and includes arrears from the end of the previous financial year. Analysis from Housemark has found that rent arrears across the social housing sector have increased steadily since the summer of 2021 (when emergency uplifts to benefits ended and inflation started to rise) and continue to increase with ongoing cost-of-living crisis. Locally, a recovery plan is being implemented to reduce arrears and vacancies in the Income Management team are being recruited to, which should improve collection rates. The team will also be reviewing its approach to income collection, working closely with the council's corporate debt board to implement a 'training standard' and are also looking at some proactive work with LIFT to identify and support households with multiple debts.</p>						
15.2	 Tenancies on Universal Credit (UC)	Info	29% (3,377 of 11,405)	31% (3,572 of 11,457)	n/a	n/a
15.3	Tenancies on UC who are in arrears and have an Alternative Payment Arrangement (APA)	Info	43% (1,006 of 2,332)	42% (1,066 of 2,529)	n/a	n/a
<p>Of the 3,572 tenants on UC there were 2,529 who also had rent arrears. Of the latter, 1,066 had an APA in place, whereby housing costs of UC are paid direct to the council as their landlord.</p>						
15.4	Arrears of UC tenancies as a proportion of total arrears	Info	59% (£1.9m of £3.2m)	64% (£2.2m of 3.5m)	n/a	n/a
15.5	Evictions due to rent arrears	Info	0	0	n/a	n/a
15.6	Evictions due to anti-social behaviour (ASB)	Info	0	0	n/a	n/a
15.7	New reports of ASB from victims and witnesses	Info	206	110	n/a	n/a
15.8	ASB perpetrator cases opened	Info	147	75	n/a	n/a
15.9	ASB perpetrator cases closed	Info	154	112	n/a	n/a
15.10	Average days to close ASB perpetrator cases	Info	80	105	n/a	n/a
15.11	Active ASB perpetrator cases at quarter end	Info	164	124	n/a	n/a
<p>The anti-social behaviour (ASB) indicators in this section have been developed to reflect the way ASB is recorded on the new housing management IT system, which includes reports from victims and witnesses as well as linked cases dealt with in relation to the perpetrators. There are often multiple victims and witnesses linked to a single perpetrator.</p>						













 Council housing – management	Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
15.12  Calls answered by Housing Customer Services	85%	88% (6,123 of 6,972)	89% (5,061 of 5,715)		
15.13 Tenancies sustained following difficulties (Tenancy Sustainment Team cases)	90%	100% (20 of 20)	95% (19 of 20)		


Please note the indicators in the table below and their targets are being reviewed as part of a project across Housing focused on reducing the number of empty council homes.

 Council housing – empty homes	Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
15.14  Average re-let time in calendar days excluding time spent in major works	21	76	64		
<p>Re-let times are high while recovery efforts remain underway to tackle a backlog of empty council homes, which includes many homes which have been empty for long periods of time. However, the number of re-lets during 2021/22 (472) was up on 2020/21 (213) and above pre-pandemic levels seen during 2019/20 (445). Furthermore, the number of re-lets during the three quarters of 2022/23 (455) is significantly above 2021/22 levels (which averaged 118 per quarter) and the number of empty homes has decreased from 153 to 144 during the quarter.</p>					
15.15 Average 'key to key' re-let time in calendar days including time spent in major works	Info	130	103	n/a	n/a
15.16 Number of previously occupied council homes re-let (general needs and seniors)	Info	154	125	n/a	n/a
15.17 Number of new council homes let for the first time (general needs and seniors)	Info	18	16	n/a	n/a
15.18  Empty general needs and seniors council homes (includes new homes)	Info	153	144	n/a	n/a
15.19 Empty council owned temporary, emergency, NSAP and RSAP accommodation homes (includes new homes)	Info	33	30	n/a	n/a

Please note the figures for the first three indicators in the table below are provisional as there are currently issues with reporting of repairs data arising from the switchover of our main housing management IT system since the start of July 2021. At present two IT systems are being used and it is not possible to integrate reporting between them, meaning that performance data is currently being extracted and manually combined from the two systems, which is likely to be less accurate than automatic system reporting (due to the volume and multiple stages of the jobs managed by the Repairs & Maintenance service). We are in the process of procuring a new works management system. Once we have this new system, we should be able to report on all jobs automatically.

 Council housing – repairs and maintenance		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q1
16.1	 Emergency repairs completed within 24 hours	99%	98.6% (2,645 of 2,682)	98.3% (3,431 of 3,490)		
16.2	Corporate KPI: Routine repairs completed within 28 calendar days	70%	58.5% (2,384 of 4,077)	59.0% (2,959 of 5,014)		
<p>Although performance has improved, recently completed routine repairs have included jobs from a backlog which has built up since the start of the pandemic and due to reduced staffing levels and availability of contractors. This means that these jobs took longer than their target timescales once they were completed. The Repairs & Maintenance service has completed the recruitment of trade staff and has recruited additional staff to help deal with the current backlog. Sub-contractors have also been mobilised to increase capacity.</p>						
16.3	Average time to complete routine repairs (calendar days)	15	55	83		
As above.						
16.4	 Calls answered by Repairs Helpdesk	85%	92% (15,973 of 17,315)	82% (18,303 of 22,242)		
16.5	 Surveyed tenants satisfied with repairs: standard of work	96%	99% (911 of 924)	97% (456 of 470)		
16.6	Surveyed tenants satisfied with repairs: overall customer service	96%	98% (908 of 924)	97% (456 of 470)		

 Council housing – investment and asset management		Target	Q2 2022/23	Q3 2022/23	Status against target	Trend since Q2
17.1	 Corporate KPI: Dwellings meeting Decent Homes Standard	100%	96.2% (11,317 of 11,764)	96.8% (10,218 of 11,772)		
<p>There had been a lack of planned installations of new kitchens and bathrooms throughout much of 2020/21 and 2021/22 due to Covid restrictions, shortages of supplies and components. Performance is expected to improve further with the recent Housing Committee decision to approve the appointment of up to two new contractors for kitchens and bathrooms.</p>						
17.2	Corporate KPI: Energy efficiency rating of homes (out of 100)	72.3	68.3	74.0		
<p>This increase is partly due to the procurement of new energy modelling software, which came into use for reporting this indicator during Q3 2022/23 and involved extensive updates to the underlying data in order to reflect improvements made to the council housing stock, such as boiler replacements and new windows.</p>						
17.3	 Council properties with a valid Landlord's Gas Safety Record	100%	99.99% (10,102 of 10,103)	100% (10,104 of 10,104)		
17.4	 Lifts restored to service within 24 hours	95%	83% (134 of 161)	93% (162 of 174)		

 Leaseholder disputes		Q2 2021/22	Q3 2022/23
18.1	Stage one disputes opened	5	9
18.2	Stage one disputes closed	1	12
18.3	Active stage one disputes (end quarter)	26	29
18.4	Stage two disputes opened	0	2
18.5	Stage two disputes closed	1	0
18.6	Active stage two disputes (end quarter)	6	8
18.7	Stage three disputes opened	1	0
18.8	Stage three disputes closed	0	0
18.9	Active stage three disputes (end quarter)	2	2

