

# TITLE OF REPORT: Housing Revenue Account and Housing Capital Programme

## REPORT OF: Darren Collins, Strategic Director, Corporate Resources Paul Dowling, Strategic Director, Communities and Environment

#### Purpose of the Report

- 1. Cabinet is asked to recommend that Council approve;
  - the Housing Revenue Account (HRA) budget for 2016/17, including proposed savings.
  - the proposed rent changes from 1 April 2016, in line with Government's policy on rent setting.
  - the detailed proposals for fees and charges.
  - the proposed phased removal of subsidy for sheltered services support
  - the proposed Housing Capital Programme for the next five years (2016/17 to 2020/21).
  - amendments to the council house repair policy.
  - amendments to the council house rent policy

#### Background

- 2. The Local Government and Housing Act 1989 (Part VI) states that the Council has a duty to prevent a debit balance on the Housing Revenue Account. Part of setting the HRA budget includes the consideration of possible rent increases or decreases as the Council is required to set rents at a level that sustains the HRA.
- 3. Historically the Council has followed Government formula and guidelines to set the rent level. The self-financing model assumed that if the Government formula was followed then the housing stock could be sufficiently maintained; although in the last two years the guidance has changed. This report recommends that the council follows the revised Government Guidance by reducing rent by 1% for all housing tenancies, with the exception of supported housing which will be increased by 0.9%.
- 4. In July 2015 the Government announced that rents in social housing would be reduced by 1% a year for 4 years, this results in a funding gap of £24m for the period 2016/17 to 2020/21. As a result of this savings have been identified within the HRA, The Gateshead Housing Company management fee and repairs and maintenance expenditure.

- 5. A detailed review of fees and charges is carried out each year to ensure the HRA recovers the full costs associated with providing services to tenants.
- 6. The Housing Capital Programme is a rolling programme and is funded from revenue raised from rents. The detail of the proposed programme for the next five years (2016/17 to 2020/21) is included in this report. Considering the HRA and the Housing Capital Programme together allows the Council to consider the choices necessary to maintain and enhance housing stock in the future.
- 7. Along with the changes to the rent setting guidelines welfare reform continues to be one of the most significant risks to the HRA in terms of sustainability and work continues to mitigate the impact.
- 8. The Government has also announced its intention to introduce the sale of high value assets in relation to the Councils' housing stock and charging market rent for households earning above £30,000 per year, although there are no specific details available at the moment this is potentially a significant risk to the sustainability of the HRA. Financial projections are revised on an ongoing basis and any significant changes to the overall financial position will be reported where appropriate.

# Proposals

- 9. The proposed Housing Revenue Account for 2016/17 is set out in Appendix 2 which includes;
  - As prescribed by Government a decrease in the average weekly rent of 1% for all housing tenancies as at 8th July 2015, with the exception of supported housing tenancies which will be increased by 0.9%, giving an average rent reduction of £0.71 from £80.54 to £79.83 per week (over 50 weeks).
  - Savings totalling £5.77m over the next 2 years as set out in Appendix 3, where impact has been identified draft Comprehensive Impact assessments (CIA's) have been undertaken.
  - A Management Fee of £13.749m for The Gateshead Housing Company to carry out its functions, including the management of the HRA Capital Programme, on behalf of the Council, including savings of £1m as detailed in Appendix 3.
  - A repairs and maintenance budget of £20.579m, including savings of £0.85m as detailed in Appendix 3.
  - The following proposals for fees and charges (details set out in Appendix 4);
    - An increase to all charges of 0.8% (RPI as at September 2015). Except for those detailed below.
    - An increase to full cost recovery in relation to the Regent Court fire safety system.

- A stepped increase towards full cost recovery in relation to multi storey flats, sheltered scheme utility bills, communal areas cleaning and repairs and maintenance along with Sheltered Schemes Officers, Mobile Sheltered Schemes Officers and Angel Court salaried employees. These increases have been phased in over 5 years to mitigate the effect on tenants of the increases required.
- No increases are proposed in relation to the gardening scheme, dispersed homeless units, concessionary TV licences, concierge/caretaking & cleaning and kitchen appliances. This is as a result of either the prices being set nationally, an increase influencing demand, there being a fixed charge applied or continuing full cost recovery where applicable.
- The removal of subsidy for sheltered scheme wardens over the next 5 years. The proposed removal of subsidy is covered in more detail in Appendix 1 para's 25 to 28.
- Amendments to the Councils housing repairs policy to facilitate the achievement of the repairs and maintenance savings.
- 10. As a result of the Government policy to reduce rents the capital programme has been reduced in the coming years. The proposed allocation of resources from the HRA to support a Capital Programme for the next five years (2016/17 to 2020/21) is set out at Appendix 5, these proposals include;
  - A Housing Capital Programme totalling £94.9m over five years, which will be kept under regular review by Cabinet.

#### Recommendations

- 11. Cabinet is asked to recommend to Council:
  - (i) The Housing Revenue Account as set out in Appendix 2, including The Gateshead Housing Company management fee, the repairs and management budget and savings detailed in Appendix 3.
  - (ii) The weekly rent reduction of 1% from 1 April 2016 in relation to nonsupported housing.
  - (iii) The weekly rent increase of 0.9% in relation to all supported housing.
  - (iv) The fees and charges schedule as detailed in Appendix 4.
  - (v) The phased removal of subsidy for sheltered services support.
  - (vi) The Housing Capital Programme for the five years 2016/17 to 2020/21 as set out in Appendix 6.
  - (vii) Amendments to the Repairs Policy to facilitate the achievement of the agreed savings to be delegated to the Strategic Director, Communities & Environment in consultation with the Leader and the Member for Housing..
  - (viii) Amendment to the rent policy to increase rent on vacant properties to target social rent and such detailed amendments to be delegated to the Strategic Director, Communities & Environment in consultation with the Leader and the Member for Housing.

For the following reasons:

- (i) To set a Housing Revenue Account for 2016/17 that is not in debit as required under the Local Government and Housing Act 1989 (Part VI).
- (ii) To realise the Council's policies and objectives in relation to Housing Strategy in order to maintain and enhance Council Housing Provision in Gateshead.

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## THE HOUSING REVENUE ACCOUNT (HRA) AND HOUSING CAPITAL PROGRAMME

#### **Policy Context**

1. The proposals are consistent with Vision 2030, and in particular support "Sustainable Gateshead".

#### **Review of HRA Budget**

- 2. In order to facilitate decision making and strategically plan for Housing in the future the Council continually updates its 30 year HRA Business plan. This plan considers the long term future of the housing stock alongside the short term plans. The plan contains information on estimates regarding the level of capital investment (including estate regeneration and maintaining decency), the anticipated levels of voids and right to buy sales and also the assumed level of income from rents and service charges. It also includes a provision for the Gateshead Housing Company's management fee and plans around borrowing and repaying debt in the future. The HRA has £93m worth of loans maturing in the next five years.
- 3. The main changes in the variances between the estimated and expected 2015/16 figures in the HRA (Appendix 2) relate to an identified capital underspend on a number of capital projects, alongside a reduced cost of borrowing due to loans being refinanced at lower interest rates than anticipated and increased income from service charges.
- 4. The main changes in the estimated projections in the HRA for 2016/17 (also Appendix 2) are a reduction to the repairs and maintenance budget managed by the Gateshead Housing Company (TGHC), alongside a reduction to the management fee paid to TGHC and the supervision and management costs delivered by the Council, which is partly offset by the estimated set up cost of implementing the new repairs and maintenance contract from 1<sup>st</sup> April 2017, which is included in the contingency budget. There has also been a decrease to the estimated cost of borrowing and a reduction to the capital programme to allow the required level of savings to be achieved.
- 5. Although it is projected that the HRA reserve will stand at £18.363m as at the end of March 2017 the impact of welfare reform, the required sale of high value properties and other pressures arising from Government guidance the Housing Capital Programme will deplete this reserve in coming years.
- 6. To protect the Council in a self financing regime a minimum balance for the HRA of £3m was approved by Council in February 2012. It is proposed that this level remains in place, although it may be necessary to review this in coming years. The current assumptions and projections in the 30 year HRA business plan are that this minimum balance will be reached by 2022/23 and the HRA will no longer have reserves to the level held currently. The savings that have been proposed enables the levels of reserves to be maintained at this position which is the same as that prior to the reductions in rental income as a result of the Government guidelines.

This business plan and the assumptions contained within it will be kept under regular review.

## **Proposed Savings**

- 7. As a result of the Government prescribed 1% rent reduction, the need to continue to invest in the capital programme and maintain the housing stock the decision has been made to apply a 15% savings target to all areas of the HRA budget. This will deliver a £4m saving in 2016/17. This incorporates a £1m saving to the Gateshead Housing Company management fee and £0.85m to the repairs and maintenance budget. A further £1.39m has been identified across all areas of the HRA budget, details are provided in Appendix 3. The remaining £0.94m has been identified during the budget setting process.
- 8. The savings will allow the Council to continue to invest in the housing stock although changes may be required to some Council policies to allow the savings to be made. In particular, to achieve the identified repairs and maintenance savings a number of changes to the Council's repairs policy are required. It is proposed that the required changes to the repairs policy are delegated to the Strategic Director, Communities & Environment in consultation with the Leader and the Member for Housing
- 9. The human resource implications of the proposals arise from the deletion of a number of posts on the current structure. The Council remains committed to seeking to avoid compulsory redundancies with vacant post identified for deletion in the first instance, and, wherever possible, approving voluntary redundancies. If full savings are not achieved a forced compulsory redundancy situation will be required.
- 10. The Department of Business Innovation and Skills will be notified of anticipated redundancies (Form HR1) and Section 188 'notice of potential redundancy letters' will be issued to Trade Unions and employees.
- 11. Employees and Trade Unions will be consulted throughout the process to discuss possible ways to mitigate against compulsory redundancy. Where a compulsory redundancy situation is unavoidable the Council Redundancy criteria will be applied.

# **Proposed Rent Changes**

- 12. Up to 2014-15 rents were set using a government prescribed formula of RPI + ½% + up to £2. This formula for rent setting was expected to run until April 2016 and allowed up to £2 per week to be added to the inflationary element of the increase. The rationale for adding the additional £2 was to move social housing rents to a target rent over time which replicated the rents of Registered Social Landlord's (i.e. converge).
- 13. In May 2014, the Department for Communities and Local Government (DCLG) published guidance aimed at stock-owning local authorities on rents for social housing from 1 April 2015, setting out a 10 year policy from 2015/16 to 2025/26 changing the prescribed formula to CPI +1% with a view to bringing long term certainty to landlords to plan future investment, therefore removing convergence.

- 14. On 8<sup>th</sup> July 2015 the Chancellor announced that rents in social housing would be reduced by 1% a year for 4 years resulting in a 12% reduction in average rents by 2020 it is assumed that the previous policy will be suspended for the relevant period and then reinstated. The policy applies to all tenancies in place prior to this date and any subsequent tenancies awarded.
- 15. Further guidance was received in January 2016 giving an exemption to the 1% rent reduction for supported housing as currently set out in the rent standard guidance. This includes homeless accommodation, refuges, sheltered housing, extra care housing and supported accommodation for young people, people with disabilities and mental health problems. This exemption allows the Council to continue to follow the prescribed formula set in May 2014 of CPI + 1%. Therefore it is proposed that rent on these properties will be increased by 0.9% from 1<sup>st</sup> April 2016.
- 16. Using the Government's guidance the proposed average rent decrease for 2015/16 is 0.89% (£0.71 per week to £79.83 per week over 50 weeks).
- 17. Under the self-financing regime, the Government calculated the resources required to maintain our housing stock over 30 years. The rental income required was based upon a prescribed calculation (including convergence) which means that lower rent may jeopardise the Council's ability to maintain the current housing stock in Gateshead. The rent proposals for 2016/17 are as per government guidance this will have a significant impact on the HRA in future years and as such savings have been identified to mitigate the reduced level of income to the HRA for the next 4 years.
- 18. Previous guidance gave Local Authorities some discretion over the rent for individual properties to take account of local factors; this is described as rent flexibility. This flexibility allows Local Authorities to set new rents up to 5% above formula rent and 10% above formula rent for supported housing and sheltered accommodation. This flexibility was expected to be removed due to the revised Government guidance to reduce all rent by 1%. It is now expected that the 10% flexibility for relet supported housing and sheltered accommodation will continue, although this is yet to be confirmed by Government. Once confirmed the impact of this will be assessed taking into consideration the other proposed changes in these service areas and where necessary any proposed changes will be brought back to Cabinet for approval.
- 19. Government expectation is that all rents will have moved to formula rent prior to the current Government guidance being applied; this is not the case for all of Gateshead's properties. The majority of the Council's rents are lower than formula rent and the impact is that approximately 17,000 properties will not have converged by 2016/17. Convergence can be achieved by increasing rents on relet properties to target rent. This option is still available, indicative figures show that if this policy had been in place during 2015/16 additional income of £102,000 could have been generated. It is proposed that rents on relet properties be increased to target social rent and that the necessary amendments to the rent policy are delegated to the Strategic Director, Communities & Environment in consultation with the Leader and the Member for Housing.

20. At present Gateshead has two rent-free weeks at Christmas to help customers meet seasonal costs whilst avoiding falling into rent arrears. It is proposed that this arrangement continues in 2016/17 with the intention of moving to 52 weeks when Universal Credit is introduced in full in Gateshead. This will reflect the changes to payments made to tenants as a result of Universal Credit and also make the Council's rent more comparable to the private sector when tenants are comparing the costs of both. If the average rent were to be paid over 52 weeks it would be £76.80 per week rather than £79.88. Any proposed changes would be brought to a future meeting of Cabinet for approval.

### **Fees and Charges**

- 21. There are different types of fees and charges in the HRA some of which are mandatory; such as energy costs and services, sheltered scheme officers, caretaking, cleaning and concierge and some are discretionary (i.e. the tenant has a choice to take up the service; such as leased furniture packages, gardening and garages). Out of the circa 19,600 dwellings, approximately 7,300 are liable for service charges.
- 22. Fees and Charges for Housing currently generate approximately £2.6m but this is after concessions of £1.3m that are given to tenants in relation to sheltered scheme officers and care call.
- 23. A total of 62% of Council tenants receive Housing Benefit and a number of the Council charges for services are eligible for housing benefit; these are primarily services associated with buildings and cover charges such as cleaning, concierge, caretaking and Sheltered Scheme Wardens. The majority of the proposed increases are either eligible for Housing Benefit or are a discretionary charge.
- 24. Guidance from Central Government is that fees and charges should be recovered in full where applicable. This is to protect other tenants from essentially contributing to costs that they are not responsible for.
- 25. The review of the sheltered scheme service that has been carried out during 2015/16 identified the full cost of providing the sheltered scheme officer (SSO's), mobile officer (MSSO's) and extra care scheme officers service which has resulted in an increase to the charges included in the fees and charges.
- 26. The proposed inflationary increases detailed in Appendix 4 of the report do not recover the full cost of certain charges. As agreed in previous reports further work has been undertaken to understand the impact of moving to full cost recovery for all charges over the next five years. It is proposed that this approach be implemented in relation to gas, electricity and heating costs in multi storey flats, sheltered scheme officers and Angel Court extra care scheme along with the charges for repairs and cleaning of communal areas. The appendix also analyses the proposed stepped charges for the next five years that will achieve full cost recovery by 1<sup>st</sup> April 2020.

#### **Sheltered Schemes**

27. The review of the various elements of the sheltered scheme service provision during the current financial year highlighted a number of subsidies awarded to SSO's, MSSO's and extra care scheme service users. These subsidies have been in place for a number of years with the cost being borne by the HRA. There is an additional

cost to the HRA of approximately £598,000 per year, based on 2015/16 actual costs to September 2015. It should be noted that some tenants receive more than one subsidy and some do not receive any at all. If subsidies are maintained there will continue to be a cost to the HRA although it is anticipated that no further subsidies will be awarded to ensure that the cost to the HRA does not increase.

- 28. Current subsidies were implemented due to the removal of the Supporting People grant in December 2005 and have been subsequently allowed for tenants who would have received this grant if it had still been in place. At the time of implementation no end date was agreed.
- 29. It is proposed that the subsidies be reduced and removed over the next five years by 20% per year until all users are paying for the full cost of the service by 1<sup>st</sup> April 2020. Tenant impact assessments and individual examples are included in Appendix 5.
- 30. There are 1,537 tenants using the services, 1,333 of which are awarded one or more subsidy, including 1,094 (76%) who are in receipt of Housing Benefit. An impact assessment is provided in Appendix 5 which shows the impact of the proposal to move to full cost recovery for all HRA fees and charges and the reduction of subsidy over the next three years. The impact has been partially mitigated by the phased implementation of full cost recovery for the other fees and charges associated with sheltered schemes, as well as the housing benefit eligibility of the service provided which is up to 49% of the service charge.
- 31. There are risks to the HRA associated with the withdrawal of subsidy and the increase to full cost recovery, in that it may cause rental income to reduce as tenancies may become unaffordable to tenants or the level of bad debt may increase. These risks have been considered and it is anticipated that these risks will be mitigated by decreasing the subsidy being met by the HRA.
- 32. There are also risks to tenants that must be considered, in that the increases to the rent and increases to service charges due to reduced subsidy may cause financial hardship in some cases. Where this is the case consideration for applications for discretionary housing payments will be assessed on a case by case basis.

#### Housing Capital Programme 2016/17 to 2020/21

- 33. As part of the self-financing process, it is important to balance the capital expenditure needs with the resources that are available within the HRA.
- 34. Council approved a five year Housing Capital Programme for the period 2015/16 to 2019/20 on 5<sup>th</sup> February 2015. This programme is subject to ongoing review to ensure that the planned investment remains to be a high priority and can be supported by the resources available within the HRA.
- 35. Capital investment within the HRA is funded from the Major Repairs Reserve through a combination of the depreciation charged each year to the HRA and using additional voluntary HRA revenue contributions where possible to maximise the level of planned investment in the stock. The depreciation charge is met from rental income in the HRA, meaning that investment in the Housing Capital Programme is effectively funded via the rental income that is generated.

- 36. The reductions in the projected level of rental income over the medium term have meant that previous investment plans have been re-prioritised and some of the proposed allocations have been re-profiled and reduced in order to reflect the resource constraints. Based on the existing HRA Business Plan and taking account of the proposed £5.7m savings included, it is estimated that £95m will be available to support capital investment within the HRA over the next five years. The position regarding the HRA balance will continue to be reviewed to determine whether any additional capital investment can be supported
- 37. The following principles continue to be applied to assist in prioritising capital investment within the HRA:
  - Health and safety, safeguarding and statutory requirements;
  - Investing in identified decent homes improvements, including window replacement
  - Improving the sustainability and energy efficiency of the housing stock; and
  - Estate regeneration.
- 38. The planned investment in the Housing Capital Programme is flexible and is subject to ongoing review which is informed by the outputs from stock condition surveys. At this stage it is envisaged that over the next five years the investment will include:
  - Over £59m of investment in undertaking estate based major works in accordance with the Decent Homes standard, including the replacement of kitchens, bathrooms and electrical improvements in addition to a £4.5m programme to replace back boilers in a phased manner following a change in legislation and almost £4m to continue the rolling window replacement programme;
  - Almost £17m of investment in general stock improvements, including the renewal of lifts, communal electrics and investment in external insulation to improve thermal efficiency of existing dwellings as well as the continuing provision of major and minor adaptation works to dwellings;
  - Over £14m of investment in exceptional extensive works, including £4.5m to replace the façade and boilers within Regent Court as well as a proposed contribution towards an £11m energy efficiency scheme seeking to undertake improvements to some of the Council's tower blocks;
  - £3m of potential investment relating to the delivery of contingent major works which deal with additional improvements that have been identified outside of the pre-planned schemes, such as additional boiler replacements;
  - £2m is retained to complete the decommissioning of former estates as part of the ongoing Estate Regeneration projects at Clasper Village, Bleach Green and Dunston.
- 39. Opportunities continue to be explored to utilise maintaining decency resources to attract external funding, such as ECO funding, to undertake additional stock improvements and energy efficiency improvements. These works help to increase the sustainability of the Council's housing stock whilst ensuring the HRA is not required to meet the full cost of the scheme given the constraints on the resources within the HRA.

- 40. The proposed programme includes investment in innovative energy efficiency improvements to Harlow Green and Bensham Court tower blocks as part of a proposed £11m project to provide low carbon, low cost heating systems. The scheme is seeking to undertake fabric improvements and implement a Combined Heat and Power (CHP) heating network at Harlow Green and a Ground Source Heat Pump system at Bensham Court and requires a total contribution of £4.3m (including window replacement) from the HRA to support the scheme. The ability to proceed with the project as envisaged will be dependent upon the success of an ERDF funding application, which is seeking £3.3m of external resources. Alternative delivery options will be considered in the event that the current funding application is not successful.
- 41. The Council is also continuing to liaise with the HCA around the provision of an assisted living scheme at Winlaton which is estimated to cost in the region of £2.6m and would potentially benefit from £0.4m of HCA grant funding. It is proposed to utilise former Right to Buy receipts to fund this investment on the basis that this will generate income for the HRA in the future and this will be included within the capital programme when the scheme details have been finalised.
- 42. The proposed Housing Capital Programme for the period from 2016/17 to 2020/21 is set out in Appendix 6. The future allocations will continue to be reviewed regularly to reflect the progress on committed projects and the availability of resources within the HRA to support capital investment.

### **Next Steps**

- 43. In order to assess the full impact of housing reform the Council continues to develop the 30 year HRA business plan. The plan will take into account factors mentioned in this report such as income from rents, decisions regarding repayment of debt, the Housing Capital Programme provision, a minimum HRA reserve of £3m and the impact of welfare reform on rent collection. The model will be the subject of a future report.
- 44. A strategic review of the HRA together with a comprehensive Rent Policy review will be undertaken, taking into consideration the information on conditions, voids, supply requirements and demographics and any changes following the election. This will inform the future vision and the direction of the HRA business plan.

#### Consultation

45. Consultation has taken place with the Leader and Deputy Leader and Cabinet Members for Housing and The Gateshead Housing Company. The proposals were also the subject of a Members' Seminar on 3 February 2016.

#### **Alternative Options**

46. There are no alternative options proposed.

### **Implications of Recommended Options**

#### 47. Resources

- a) Financial Implications The Strategic Director, Corporate Resources, confirms that the financial implications are reflected in Appendices 1, 2, 3, 4, 5 and 6.
- b) Human Resources Implications Nil.
- c) Property Implications Nil.
- 48. **Risk Management Implications** The added risks arising from self-financing and welfare reform means that the Council must continue to manage and maintain its housing stock from the rents collected. The 30 year HRA business plan is being updated to enable this to be monitored and to ensure that decisions are made, where appropriate, to ensure the housing stock is maintained in the future.
- 49. Equality and Diversity Implications Nil
- 50. Crime and Disorder Implications Nil
- 51. Health Implications Nil
- 52. **Sustainability Implications** The report contains a number of measures, which will help deliver a more Sustainable Gateshead and ensure sustainable use of the Council's resources in delivering corporate priorities.
- 53. Human Rights Implications Nil
- 54. **Area and Ward Implications** All wards will be affected by the proposals in this report.

#### **Background Information**

Rent Standard Guidance April 2015 The Housing Revenue Account Self Financing Determinations February 2012.

	Budget	Expected Outturn	Budget
	2015/16 £'000	£'000	2016/17 £'000
Income			
Dwelling rents (gross)	(77,152)	(77,187)	(75,932)
Non-dwelling rents (gross)	(1,358)	(1,413)	(1,357)
Charges for services and facilities	(2,765)	(3,000)	(3,146)
Leaseholders charges for services & facilities	(261)	(295)	(299)
Contribution towards expenditure	(942)	(950)	(932)
HRA investment income Gain on Sales of Assets	(140)	(110)	(110)
	(82,618)	(82,955)	(81,777)
Expenditure			
Supervision and Management	26,068	25,910	26,321
Repairs and Maintenance	19,278	19,307	18,636
Interest on borrowing	16,492	16,268	15,943
Capital Programme Funding	24,100	19,833	22,270
Increased provision for bad and doubtful debts	500	500	550
Amortised premiums and discounts	12	12	13
Debt management expenses Impairment of Fixed Assets	345	345	345
•	86,795	82,175	84,078
Net Operating Cost	4,177	(780)	2,302

# Housing Revenue Account - Income and Expenditure Account

# HRA & TGHC Saving Proposals

	-							2016-18		
Cabinet Category	Ref	Area/ Service	Function	Council Plan Strategy	Option Description	Budget Option 16/17 £'000	FTE's 16/17	Budget Option 17/18 £'000	FTE's 17/18	Options 2016-18 £'000
Housing	1	GHC	бнс	Reducing Costs	Reductions in pre- contract development work	171	4.5			171
Housing	2	GHC	GHC	Reducing Costs	Resign of voids team	28	1.0			28
Housing	3	GHC	GHC	Reducing Costs	Reduction former tenants officers	50	2.0			50
Housing	4	GHC	GHC	Reducing costs	Reduction repairs management posts	77	3.0			77
Housing	5	GHC	GHC	Reducing costs	Reduce ASB service	48	1.0			48
Housing	6	GHC	GHC	Reducing costs	Reduce sheltered housing service management	17	0.4			17
Housing	7	GHC	GHC	Reducing costs	Close two housing offices and relocate services	238	10.0			238
Housing	8	GHC	GHC	Reducing costs	Review ICT service	41	1.3			41
Housing	9	GHC	GHC	Reducing costs	Review performance service	28	1.0			28
Housing	10	GHC	GHC	Reducing costs	Review admin support	40	2.0			40
Housing	11	GHC	GHC	Reducing costs	Review Comms provision	42	1.0			42

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Cabinet Category	Ref	Area/ Service	Function	Council Plan Strategy	Option Description	Budget Option 16/17 £'000	FTE's 16/17	Budget Option 17/18 £'000	FTE's 17/18	Options 2016-18 £'000
Housing	12	GHC	GHC/Council support services	Reducing costs	Reduction in SLAs with Council	220	0.0			220
Housing	13	GHC	GHC / Council support services	Reducing Costs	Management fee year 2 savings			1,000		1,000
Housing/ Environme nt	14	Waste Serv/ Grounds Maintenance/ Fleet Management	Grounds Maintenance	Reducing Costs	Reduction, cessation and redesign of services to deliver need, priority and compliance work only (Grounds Maintenance, Weed Control, Countryside Team, Parks & Open Spaces, Street Cleansing teams, Arboriculture, management restructure)	150	5.0	1,050	83	1,200
Housing/ Social care	15	Care Wellbeing & Learning	Fees & Charges	Increasing income	Additional income generated in 2016/17 by moving towards full cost recovery	80		70		150
Housing/ Social care	16	Care Wellbeing & Learning	Transitional Grant	Reducing Costs / Increasing Income	Remove transitional grant for sheltered support services	300		100		400

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Cabinet Category	Ref	Area/ Service	Function	Council Plan Strategy	Option Description	Budget Option 16/17 £'000	FTE's 16/17	Budget Option 17/18 £'000	FTE's 17/18	Options 2016-18 £'000
Housing	17	Central Services	Finance	Reducing costs	Savings in borrowing costs	542		0		542
Housing/ Social care	18	GHC	Repairs & Maintenance	Reducing Costs	Reduction in R&M spend and contingencies			30		883
			Repairs	Reducing Costs	Stop providing Tenant Improvement Loans (TILS)	15				
			Repairs	Reducing Costs	Stop repairing and renewing toilet seats and shower curtains	20				
			Relets	Reducing Costs	End the provision of decoration vouchers to tenants when they move into a property	156				
			Gas Servicing	Reducing Costs	Review provision of gas servicing and CO detectors	30				
			Painting Programme	Reducing Costs	Reduce painting programme by 15%	225				
			Cyclical Repairs	Reducing Costs	Reduce cyclical repairs servicing and remedial works budgets by 15%	69				

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Cabinet Category	Ref	Area/ Service	Service Function Council Plan Strategy Option Des		Option Description	Budget Option 16/17 £'000	FTE's 16/17	Budget Option 17/18 £'000	FTE's 17/18	Options 2016-18 £'000
			Environmental Works	Reducing Costs	End the provision of free pest control services for properties and gardens	75				
			Energy Performance Certificates	Reducing Costs	Review need and subsequent provision of energy performance certificates	10				
			Software Development	Reducing Costs	Remove the software development budget as BARIS has now gone live	50				
			Contingency	Reducing Costs	Reduce R&M contingency budget	203				
Housing/ Social care	19	Care Wellbeing & Learning	Employees	Reducing Costs	15% reduction in HRA funded posts in Sheltered Schemes	33	1.5	100	4.5	133
Housing/ Social care	20	Communities & Environment	Employees	Reducing Costs	15% reduction in HRA funded posts in Neighbourhood Management (inc. Community Centres)	9	0.5	27	1	36

	-		_					2016-18		
Cabinet Category	Ref	Area/ Service	Function	Council Plan Strategy	Option Description	Budget Option 16/17 £'000	FTE's 16/17	Budget Option 17/18 £'000	FTE's 17/18	Options 2016-18 £'000
Housing/ Social care	21	Communities & Environment/ Economic Growth /Carewellbeing & Learning	Employees	Reducing Costs	15% reduction in HRA funded posts in Housing Management	4	0.0	13	0.5	17
Housing/ Social care	22	Communities & Environment/ Economic Growth /Carewellbeing & Learning	Employees	Reducing Costs	15% reduction in HRA funded posts in Housing Management	28	0.0	0	0	28
Housing/ Social care	23	Care Wellbeing & Learning	Employees	Reducing Costs	15% reduction in HRA funded posts in Supported Housing	56	1.8	169	5.25	225
Housing/ Social care	24	Care Wellbeing & Learning	Employees	Reducing Costs	15% reduction in HRA funded posts in Right to Buy/Housing Enablement	39	1.0	118	4	157

HRA SAVINGS	3,094	32	2,250	83	5,771
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# Appendix 4

Ref	SERVICES	VAT	CURRENT CHARGE 2015/16	PROPOSED CHARGE 2016/17	Increase	COMMENTS
			£ per Week	£ per Week	£ per Week	0.8% RPI at Sept 2015
	WARWICK COURT MULTI STOREY					
	Gas Heating					
1	Bed-sit	O/S	3.75	3.83	0.08	
2	One Bed Flat	O/S	5.52	5.65	0.13	
	Repairs & Maintenance of Communal Areas					
3&4	Bed-sit & One Bed Flat	O/S	3.14	3.63	0.49	
	EAST ST FLATS					
	Gas Heating & Hot Water					
5	Bed-sit	O/S	6.60	6.60	0.00	
6	One Bed Flat	O/S	8.39	8.68	0.29	
7	Two Bed Flat	O/S	10.03	10.51	0.48	
8	Three Bed Flat	O/S	11.77	12.51	0.74	
	ANGEL COURT EXTRA CARE SCHEME					
9	Gas & Electric	O/S	8.05	9.00	0.95	
	Communal Facilities					
10	Maintenance of Communal Areas - Flats	O/S	10.47	12.18	1.71	
11	Maintenance of Communal Areas - Bungalows	0/S	1.65	1.92	0.27	
12	Furnishings and laundry - Flats	0/S	9.36	9.43	0.07	
13	Furnishings and laundry - Flats	0/S	1.94	1.96	0.01	
14	Scheme manager	0/S	12.05	12.41	0.36	
15	Cleaning of corridors and windows	0/S	6.07	6.12	0.05	
15 16	Provision of domestic home support	0/S	8.71	8.71	0.00	
	SHELTERED ACCOMMODATION					
	Gas Heating					
17	Bedsit	O/S	7.41	7.41	0.00	
18	Flat	O/S	10.43	10.67	0.24	
19	Sheltered Scheme Officer Properties	O/S	11.73	12.16	0.43	
20	Communal Areas	O/S	1.29	1.47	0.18	
	Electricity					
21	Flat	O/S	2.78	3.19	0.41	
22	Sheltered Scheme Officer Properties	O/S	7.20	7.20	0.00	
23	Communal Areas	O/S	1.60	2.30	0.70	
	Repairs & Maintenance of Communal Areas (contained					
24	units only)	O/S	1.51	2.07	0.56	
25	Cleaning	O/S	4.22	4.55	0.33	
25	Cleaning (communal areas for contained units only)					
26	Cleaning (communal lounge for separate units only)	O/S	0.71	0.71	0.00	
	Sheltered Scheme Officers					
27/28	Sheltered Scheme Officer	O/S	11.38		0.52	
29	Mobile Sheltered Scheme Officer	O/S	0.99	1.16	0.17	
30	Concessionary TV Licence (£7.50 p.a per room)	Е	0.15	0.15	0.00	Statutory charge

# Housing Revenue Account, Fees and Charges 2016/17 Proposals

	LOW RISE BLOCKS					
31	Communal Areas - Cleaning	O/S	0.90	1.02	0.12	
32	Communal Areas - Cleaning	O/S	2.17	2.49	0.32	
	MULTI STOREY FLATS					
33	Concierge & cleaning	O/S	13.19	13.19	0.00	
34	Caretaking & cleaning	O/S	7.21	7.21	0.00	
	REGENT COURT					
35	Maintenance of fire safety system	O/S	0.31	0.31	0.00	
	DISPERSED HOMELESS UNITS					
	Heat & light					
36	Sharing Bed-sit (each)	O/S				
37	Two Bed Flat	O/S				
38	Three Bed Flat	O/S				
	-					
	Furnishings Sharing Bed-sit (each)					Charges set in line
39		O/S				with LHA rates
40	Two Bed Flat	0/S				(52 week charge
41	Three Bed Flat	O/S				(g
42	Warden	O/S				
43	Laundry	O/S				
44	Cleaning	O/S				
	OUTSIDE USE OF COMMUNAL LOUNGES					
45	Up to 1 hour	E	7.01	7.07	0.06	0.8% RPI Inflation
46	Up to 2 hours	E	12.90	13.00	0.10	0.8% RPI Inflation
47	1 Session (2 - 4 hours)	E	19.87	20.03	0.16	0.8% RPI Inflation
48	2 Sessions	E	36.53	36.82	0.29	0.8% RPI Inflation
49	3 Sessions	E	50.64	51.05	0.41	0.8% RPI Inflation
	USE OF GUEST ROOMS AT SHELTERED ACCOMMODATION					
	No en-suite amenities			7.00		
50	Single (charge per night)	S	7.17	7.23	0.06	0.8% RPI Inflation
51	Couple (charge per night)	S	8.16	8.23	0.06	0.8% RPI Inflation
52	Partial en-suite Single (charge per night)	S	8.89	8.96	0.07	0.8% RPI Inflation
52 53	Couple (charge per night)	S	9.40	9.48	0.07	0.8% RPI Inflation
	· ····································					
	Full en-suite					
54	Single (charge per night)	S	10.13	10.21	0.08	0.8% RPI Inflation
55	Couple (charge per night)	S	11.16	11.25	0.09	0.8% RPI Inflation
	KITCHEN APPLIANCES					
56	Portobello	S	0.41	0.41	0.00	
57	Cranesville	S	2.71	2.71	0.00	
58	Millbrook	S	1.70	1.70	0.00	
59 60	Norfolk Place Hallgarth	S	2.71 1.70	2.71 1.70	0.00 0.00	
<i>C</i> <b>4</b>	(UP TO APRIL 2010)	0/0	7 00	7.00	0.00	
61	Bed Sit (package)	O/S	7.22	7.22	0.00	
62 63	One Bed Flat (Package) Two Bed Flat (Package)	O/S O/S	13.14 19.57	13.14 19.57	0.00 0.00	
63 64	Three Bed House (Package)	0/S	26.14	26.14	0.00	
04		0,0	20.14	20.14	0.00	

	(NEW TENANTS APRIL 2010 onwards)					
65	Mini Package	Е	9.94	9.94	0.00	
66	Package Option 1	Е	18.24	18.24	0.00	No increase prevented from
67	Package Option 2	Е	25.86	25.86	0.00	No increase proposed from Your Homes Newcastle
68	Package Option 3	Е	33.47	33.47	0.00	Four Homes Newcastle
69	Package Option 4	Е	41.05	41.05	0.00	
70	Admin Charge	E	2.64	2.64	0.00	
	GARAGES					
71	Brick Garages (Council)	O/S	5.28	5.32	0.04	0.8% RPI Inflation
72	Brick Garages (Private)	S	8.90	8.97	0.07	0.8% RPI Inflation
73	Commercial Use	S	11.64	11.73	0.09	0.8% RPI Inflation
74	Commercial Storage	S	19.45	19.61	0.16	0.8% RPI Inflation
75	Parking Bays	S	20.78	20.95	0.17	0.8% RPI Inflation
76	DIGITAL AERIAL PROVISION	S	0.09	0.09	0.00	
	CARE ALARMS - LIFELINES / DISPERSED ALARMS					
77	52 week charge	S*	4.30	4.35	0.05	
77 a	50 week charge	S*	4.47	4.52	0.05	
78	Mortgage questionnaire	S	77.53	78.15	0.62	0.8% RPI Inflation
79	Rent reference	S	38.79	39.10	0.31	0.8% RPI Inflation
80	GARDENING SCHEME	S	6.05	6.05	0.00	
	Charges are 50 week charge unless otherwise state	d				
	* Where installation of alarm is requested by tenant VA	T is st	andard rated. If	alarm is alread	y built into p	roperty and part of rent
	or is part of care package VAT is outside the scope.					
	Tenants with disabilities VAT is zero-rated.					

# Housing Revenue Account, Fees and Charges 2016/17 Proposed Stepped Options

Ref	SERVICES	VAT	CURRENT CHARGE 2015/16	2016/17	2017/18	2018/19	2019/210	1st April 2020 Full Cost Recovery
			£ per Week	£ per	£ per	£ per	£ per	£ per Weel
	WARWICK COURT MULTI STOREY			Week	Week	Week	Week	
	Gas Heating							
1	Bed-sit	O/S	3.75	3.83	3.90	3.98	4.05	4.13
2	One Bed Flat	O/S	5.52	5.65	5.78	5.91	<mark>6.03</mark>	6.16
	Repairs & Maintenance of Communal Areas							
3	Bed-sit	O/S	3.14	3.63	4.13	4.62	5.12	5.61
4	One Bed Flat	O/S	3.14	3.63	4.13	4.62	5.12	5.6
	EAST ST FLATS							
	Gas Heating & Hot Water							
6	One Bed Flat	O/S	8.39	8.68	8.98	9.28	9.57	9.8
7	Two Bed Flat	O/S	10.03	10.51	11.00	11.48	11.97	12.4
8	Three Bed Flat	O/S	11.77	12.51	13.24	13.98	14.71	15.4
	ANGEL COURT EXTRA CARE SCHEME							
9	Gas & Electric	O/S	8.05	9.00	9.95	10.90	11.85	12.80
	Communal Facilities							
10	Maintenance of Communal Areas - Flats	O/S	10.47	12.18	13.89	15.60	17.32	19.03
11	Maintenance of Communal Areas -	O/S	1.65	1.92	2.19	2.46	2.73	3.0
14	Bungalows Scheme Manager	O/S	12.05	12.41	12.77	13.12	13.48	13.8
10	<u>Gas Heating</u> Flat	O/S	10.43	10.67	10.90	11.14	11.37	11.6
18 19	Sheltered Scheme Officer Properties	0/S	11.73	10.87	12.59	13.02	13.45	13.88
20	Communal Areas	0/3 0/S	1.29	1.47	1.65	1.84	2.02	2.2
	Electricity							
21	Flat	O/S	2.78	3.19	3.61	4.02	4.43	4.84
23	Communal Areas	O/S	1.60	2.30	3.00	3.70	4.40	5.1
24	Repairs & Maintenance of Communal Areas (contained units only)	O/S	1.51	2.07	2.62	3.17	3.73	4.28
	Cleaning							
25	Cleaning (communal areas for contained units only)	O/S	4.22	4.55	4.88	5.21	5.54	5.8
	Sheltered Scheme Officers							
27/28	Sheltered Scheme Officer	O/S	11.38	11.90	12.42	12.94	13.46	13.98
29	Mobile Sheltered Scheme Officer	O/S	0.99	1.16	1.33	1.50	1.67	1.84
31	LOW RISE BLOCKS Communal Areas - Cleaning	O/S	0.90	1.02	1.14	1.27	1.39	1.5
	MID RISE BLOCKS							
32	Communal Areas - Cleaning	O/S	2.17	2.49	2.81	3.14	3.46	3.78

# Sheltered Scheme Impact Assessments

	No. of tenan	ts		(	% of tenan	its	SHELTERED SCHEM	IES ONLY	No. of tenants
Summary of Movement	Overall charge	Service Charges only	Rent & Water only	Overall charge	Service Charges only	Rent & Water only	Summary of Movement	Overall charge	Overall charge
Reduction	18,043	-	18,164	91.8%	0.0%	92.4%	Reduction	-	12
No change	-	16,884	-	0.0%	85.9%	0.0%	No change		-
Increase up to £1	121	1,378	1,439	0.6%	7.0%	7.3%	Increase up to £1	-	1
£1 to £2	103	269	60	0.5%	1.4%	0.3%	£1 to £2	54	284
£2 to £3	264	15	-	1.3%	0.1%	0.0%	£2 to £3	253	995
£3 to £4	26	62	-	0.1%	0.3%	0.0%	£3 to £4	26	58
£4 to £5	51	-	-	0.3%	0.0%	0.0%	£4 to £5	51	89
£5 to £6	-	-	-	0.0%	0.0%	0.0%	£5 to £6	-	-
£6 to £7	-	13	-	0.0%	0.1%	0.0%	£6 to £7	-	-
£7 to £8	48	815		0.2%	4.1%	0.0%	£7 to £8	48	-
£8 to £9	853	153		4.3%	0.8%	0.0%	£8 to £9	853	-
£9 to £10	80	41		0.4%	0.2%	0.0%	£9 to £10	80	-
£10 to £11	74	33		0.4%	0.2%	0.0%	£10 to £11	74	-
£11 to £12	-	-		0.0%	0.0%	0.0%	£11 to £12	-	-
Over £12	-	-		0.0%	0.0%	0.0%	£12 to £13	-	-
Total Tenants	19,663	19,663	19,663	100.0%	100.0%	100.0%	Scheme Tenants	1,439	1,439
							Other Tenants	18,224	18,224

19,663

Total Tenants

19,663

Impact of Extra Care Sheltered Scheme Officer Relief Reduction

	Angel Court ECSSO	2015/16 Charges				2016/17 Proposed					
		Non-HB	HB Eligible			Non-HB	Tenant	HB Eligi	ble Tenant		
	2 bed		U				Increase		Movement		
		£	£			£	£	£	£		
Cost	Rent	75.82	75.82		0.9% increase	76.49		76.49			
	Water	6.11	6.11	*		6.17		6.17			
	SSO	12.05	12.05	*	SSO Service HB	6.08		6.08			
					SSO Charge	6.33		6.33			
	SSO Credit	0.00	-12.05		SSO Charge Credit	0.00		-4.93			
	Cleaning	6.07	6.07			6.12		6.12			
	Domestic Home Support	8.71	8.71	*		8.71		8.71			
	Domestic Home Support Credit	0.00	-8.71			0.00		-8.71			
	Utilities	8.05	8.05			9.00		9.00			
	Communal Charge	10.47	10.47			12.18		12.18			
	Furniture	9.36	9.36			9.43		9.43			
	Care Call	4.47	4.47	*		4.52		4.52			
	Care Call credit	0.00	-4.47	*		0.00		-4.52			
		141.11	115.88			145.03	3.92	126.87	10.99		
Income	Payable by tenant	141.11	6.11	*		145.03	3.92	7.57	1.46		
	Covered by HB	0.00	109.77			0.00	0.00	119.30			
	, ,	141.11	115.88			145.03	3.92	126.87	10.99		

# Impact of Sheltered Scheme Officer Relief Reduction

	Greenfields	2015/16 Charges				2016/17 Proposed					
		Non-HB	HB			Non-HB Te	enant	HB E	ligibl	le Tenant	
	1 Bed		Eligible			Mov	vement		N	lovement	
		£	£			£	£	£		£	
Cost	Rent Water	74.63 6.13	74.63 6.13	*	0.9% increase	75.30 6.19		75.	30 17		
	SSO	11.38	11.38		SSO Service HB	5.65		5.	65		
	SSO Credit	0.00	-11.38		SSO Charge SSO Charge Credit	6.38 0.00		6. -5.	38 41		
	Cleaning	0.71	0.71			0.71		0.	71		
	Utilities	1.29	1.29			1.52		1.	52		
	Communal Charge	1.51	1.51			2.20			20		
	Care Call	4.47	4.47	*		4.52		4.	52		
	Care Call credit	0.00	-4.47	*		0.00		-4.	52		
		100.12	84.27			102.47	2.35	92.	52	8.25	
Income	Payable by tenant	100.12	6.13	*		102.47	2.35	7.	14	1.01	
	Covered by HB	0.00	78.14			0.00	0.00	85.	38	7.24	
		100.12	84.27			102.47	2.35	92.	52	8.25	

	Greenfields	2015/16 0	Charges		2016/17 P	2016/17 Proposed				
		Non-HB	HB Eligible		Non-HB T	enant	HB Eligib	le Tenant		
	2 Bed		0		li	ncrease		Increase		
		£	£		£	£	£	£		
Cost	Rent Water	84.95 6.93	84.95 6.93	0.9% increase	85.71 7.00		85.71 7.00			
	SSO	11.38	0.93 11.38 '	SSO Service HB	5.59 6.31		5.59 6.31			
	SSO Credit	0.00	-11.38	SSO Charge SSO Charge Credit	0.00		-4.82			
	Cleaning Utilities	0.71 1.29	0.71 1.29		0.71 1.47		0.71 1.47			
	Communal Charge Care Call	1.51 4.47	1.51 4.47 <sup>°</sup>	¢	2.07 4.52		2.07 4.52			
	Care Call credit	0.00	-4.47		0.00		-4.52			
		111.24	95.39		113.38	2.14	104.04	8.65		
Income	Payable by tenant	111.24	6.93 '	¢	113.38	2.14	8.49	1.56		
	Covered by HB	0.00 <b>111.24</b>	88.46 <b>95.39</b>		0.00 <b>113.38</b>	0.00 <b>2.14</b>	95.55 <b>104.04</b>	7.09 <b>8.65</b>		

impact of a	Standard mutti Storey Con		arge mereases		
	Warwck Ct	2015/1	6 Charges	2016/17	Proposed
	1 bed	HB	Non-HB	HB	Non-HB

Impact of standard multi storey communal charge increases

	Warwck Ct	2015/16	Charges	2016/17 F	2016/17 Proposed			ment
	1 bed	HB	Non-HB	HB	Non-HB		HB	Non-HB
		£	£	£	£		£	£
_								
Cost	Rent	67.85	67.85	67.17	67.17			
	Water	7.15	7.15	7.22	7.22			
	Cleaning	13.19	13.19	13.19	13.19			
	Heating	5.52	5.52	5.65	5.65			
	Communal Area	3.14	3.14	3.63	3.63			
	Care Call							
	Care Call credit							
		96.85	96.85	96.86	96.86		0.01	0.01
Income	Payable by tenant	12.67	96.85	12.87	96.86		0.20	0.01
	Covered by HB	84.18	0.00	83.99	0.00		-0.19	0.00
	-	96.85	96.85	96.86	96.86		0.01	0.01

# Appendix 6

# Appendix 1 – Capital Programme 2016/17 to 2020/21

Project	16/17 (£'000)	17/18 (£'000)	18/19 (£'000)	19/20 (£'000)	20/21 (£'000)
Improvement Works					
Lift Replacement/Refurbishment	700	500	500	500	500
Replacement of Communal Electrics	250	250	250	250	250
Boiler Plant Renewal	200	200	200	300	300
External Wall Insulation Works to Non-Traditional Properties	455	210	0	400	0
T-fall Insulation	150	150	120	0	0
Warden Call Renewal	250	250	250	250	250
Door Entry System Upgrades	250	250	250	250	250
Adaptations	1,500	1,500	1,500	1,500	1,500
Total Improvement Works	3,755	3,310	3,070	3,450	3,050
Exceptional Extensive Works					
Equality Act Works - Multi Storey Flats	250	250	250	250	250
Equality Act Works - Communal Lounges	50	50	50	50	50
Fire Safety Works - General	100	100	100	100	100
Tower Block Energy Efficiency Improvements	2,000	285	3,265	0	0
Regent Court	1,500	1,500	1,500	0	0
Risers (Services)	400	400	400	400	400
Total Exceptional Extensive Works	4,300	2,585	5,565	800	800
Catch Up Works and Major Future Works					
Decent Homes - Investment Programme	6,500	6,500	6,750	7,000	7,500
Decent Homes – Backlog/Ad-hoc Works	300	300	300	350	350
Back Boiler Renewal	1,000	1,000	1,000	1,000	500
Programme Management	1,000	1,000	1,000	1,000	1,000
Strategic Maintenance	2,000	2,000	2,000	2,000	2,000
Window Replacement	750	750	750	750	750
Total Catch Up Works and Major Future Works	11,550	11,550	11,800	12,100	12,100
Contingent Major Works					
One-off Heating Replacement	450	475	475	500	600
Timber Replacements	100	100	100	100	100
Total Contingent Major Works	550	575	575	600	700
Estate Works					
Estate Regeneration	2,115	0	0	0	0
Total Estate Works	2,115	0	0	0	0
Total Planned HRA Investment	22,270	18,020	21,010	16,950	16,650