

RAPID REHOUSING TRANSITION PLAN

Monitoring Report - activity and funding
(RRTP funding - part of the Ending
Homelessness Together Fund)



Scottish Government Ending Homelessness Fund Monitoring of Implementation of Rapid Rehousing Transition Plans

As part of the Scottish Government's Ending Homelessness Together Fund, funding of £8m was agreed with COSLA for 2020/21 and additional funding of £5m was provided to local authorities from the Winter Support for Social Protection fund to all local authorities to support the implementation of Rapid Rehousing Transition Plans (RRTPs). We are asking all local authorities to provide a written report on how they have spent their allocation of funding and progress to date. We would ask local authorities to remember to include funding carried over from 2019/20.

We would ask that all local authorities complete this report and include it with their amended RRTP for 2021/22 or latest version available which should be submitted to the Scottish Government by **30 June 2021**. We realise this may be subject to final accounts being cleared by Audit.

Included is a template to provide detail on specific activities which should be replicated for each activity you have taken forward in implementing your Rapid Rehousing Transition Plan. For example we are looking for information on specific activities such as prevention; recruitment of staff; temporary accommodation; shared tenancies; Housing First; or mediation.

We have also included a template for reporting on RRTP funding which has not been spent during 2020/21 and how local authorities plan to spend it during 2021/22.

Please submit this report, RRTP, an updated EQIA and any accompanying documents to: RapidRehousingTransitionPlansMailbox@gov.scot

If there are any questions then please send them to the mailbox and a member of the team will contact you to discuss.

Local Engagement and Rapid Rehousing Team

Details of funding recipient

Local Authority	Perth & Kinross Council		
Reporting Period	01/04/2020 <small>DD/MM/YYYY</small>	to	31/03/2021 <small>DD/MM/YYYY</small>
Reporting Officer	Martin Smith		
Position	Service Manager		
Date Completed	21 June 2021		
RRTP Funding carried over from 2019/20	£36,506 (The underspend was due to delays in receiving monies from the Scottish Government, RRTP funding not confirmed until August 2019, and extended timescales for the procurement and recruitment process.)		
RRTP Funding received for 2020/21 <small>£8m RRTP Funding confirmed 17/08/20</small>	£212,000 (initial Year 2 allocation as per letter of 02 December 2019) £133,000 (additional allocation as per letter of 18 December 2020)		
Winter Support Fund received for 2020/21 <small>£5m Funding confirmed on 18/12/20</small>	£0		

Introduction

Perth and Kinross Council continued to deliver its innovative Home First model during 2020/21. Home First is a fully mature rapid rehousing model based around three 'pillars' of Prevention, Rapid Rehousing and Tenancy Sustainment.

The pandemic created significant service delivery challenges in 2022/21 but our mature Home First approach proved to be resilient and robust in the face of these challenges and we were able to minimise the impact of the pandemic for people experiencing homelessness.

In 2020/21, we saw a further reduction in homeless presentations of around 12% which followed on from a 19% reduction in 2019/20. The total reduction in presentations compared to our RRTP baseline position of 2017/18 is 33% and this can be attributed to a range of effective prevention interventions, our proactive approach in the private-rented sector and some changes to our Common Allocations Policy that were introduced in April 2019.

In the RRTP, we set locally agreed targets for key areas of activity that would demonstrate progress with the further development of our Home first model (see page 24 of our [updated RRTP](#)). The table below shows progress against each of these targets.

	RRTP Baseline (2017/18)	2019/20 Performance	2020/21 Performance	Target (by end of Year 5 of the RRTP – 2023/24)
No. homeless households waiting for an offer of accommodation	129 households	96 households	31 households	90 households
Average length of stay in temporary accommodation	86 days	71 days	65 days	65 days
Case duration – decision to discharge of duty	145 days	89 days	78 days	70 days

2020/21 Activity

Activity Name:	Property Ready Fund & Prevention Fund								
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	<p>The Property Ready Fund is designed to make properties ‘ready to occupy’ rather than just ready to let. Basic furnishing and white goods are provided to enable someone to move into a property quickly, avoiding the need for temporary accommodation in many cases. This initiative makes a significant contribution to our aim of minimising the impact, stigma, cost and duration of homelessness for customers. It also enables us to maintain a smaller portfolio of temporary accommodation which reduces costs for the Service and for the person. If we relied on Community Care Grants with an average fulfilment timescale of 6-8 weeks, we estimate that our average homeless case duration and length of stay in temporary accommodation figures would be around 50% higher. This would mean the people would be homeless for longer and we would need a larger portfolio of temporary accommodation to meet demand due to reduced turnover. In addition, we believe that the provision of these items makes the property feel more like a home and will increase the likelihood of a tenancy being sustained. The Prevention Fund is a personalised budget initiative, that staff can use at their discretion, which provides an option to prevent homelessness occurring where a relatively small financial intervention can make a big difference.</p>								
Allocation Spent on activity:	£	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">SG RRTP funding</th> <th style="width: 33%;">Local Authority funding</th> <th style="width: 33%;">Other</th> </tr> </thead> <tbody> <tr> <td style="text-align: center; vertical-align: middle;">84,727</td> <td style="text-align: center; vertical-align: middle;">29,837</td> <td style="text-align: center; vertical-align: middle;">36,506 (carry-forward of RRTP funding from 2019/20)</td> </tr> </tbody> </table>	SG RRTP funding	Local Authority funding	Other	84,727	29,837	36,506 (carry-forward of RRTP funding from 2019/20)	
SG RRTP funding	Local Authority funding	Other							
84,727	29,837	36,506 (carry-forward of RRTP funding from 2019/20)							
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>For operational purposes, the Property Ready and Prevention Funds were combined for 2020/21. Around 300 people were assisted during the year. Most of these were homeless people receiving a furnishing package to enable them to move into their secure tenancy quickly either minimising their stay in temporary accommodation or in many cases, avoiding the need for temporary accommodation altogether.</p>								

	The other people, who benefitted from these initiatives, typically received a contribution towards rent arrears to prevent an eviction, assistance with travel costs to access pre-existing accommodation or emergency top-up of gas or electric.			
Future spend planned on this activity in 2021/22:		SG RRTP Funding	Local Authority funding	Other
	£	85,144	25,000	6,475 (carry-forward of RRTP funding from 2019/20)
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	We aim to continue these initiatives to meet the objectives outlined in the 'Activity Description' section above.			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	<p>In terms of mainstreaming this activity, the preferred outcome would be that a joint working arrangement could be developed with the Scottish Welfare Fund Team to create synergy between the Property Ready Fund and Community Care Grants. An option to achieve this has been proposed previously and we understand that this proposal is receiving further consideration by the Scottish Government.</p> <p>The £25,000 allocated to the Prevention Fund is a permanent, recurring part of the Council's budget so will continue to be available moving forward.</p>			

Activity Name:	Private Sector Access Initiatives			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	We have a well-established programme of private sector initiatives covering all of the areas suggested in the RRTP guidance and have assisted more than 1,500 households to access good quality accommodation in the private-rented sector since 2009/10. Continuing to build on this success will be important for the successful delivery of the RRTP.			
		SG RRTP funding	Local Authority funding	Other

Allocation Spent on activity:	£	92,106	330,016	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>Our portfolio of private sector access initiatives has been in place since 2009/10 and include a Rent Bond Guarantee Scheme, PKC Lets Social Letting Agency, Empty Homes Initiative and Landlord Advice and Assistance Service.</p> <p>A number of enhancements to existing programmes have been implemented as follows:</p> <ul style="list-style-type: none"> • Preventing households from becoming homeless from the PRS (accounts for about 10% of presentations) <ul style="list-style-type: none"> ○ Specialist Support/Prevention Officer available to assist the Private Sector Team with a focus on homeless prevention and tenancy sustainability ○ Use of the Homelessness Prevention fund to clear/reduce rent arrears for PRS tenants to prevent homelessness • Assisting more households to access the PRS through existing initiatives • Discharging homelessness duty into the PRS for some homeless households • Using the PRS to provide furnished flatted accommodation where required. The PRT provides sufficient flexibility for this and we have considerable experience of creating bespoke deals to incentivise landlords. <p>During 2020/21, we assisted 178 households to access private-sector accommodation through our Rent Bond Guarantee Scheme. Many of these households would otherwise have become homeless and would have been reliant on social-rented accommodation.</p> <p>We also expanded our portfolio of properties managed through our social letting agency initiative and we now provide full property/tenancy management services for around 200 properties.</p>			

	Through our Empty Homes Initiative, we provided grants totalling £330,016 to bring a total of 30 properties back into use.			
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding	Local Authority funding	Other
		92,106	200,000	
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	<p>We plan to continue to operate the range of private sector access initiatives outlined above during 2021/22.</p> <p>The target for the number of new tenancies created through our Rent Bond Guarantee Scheme is 180 tenancies for 2021/22. In addition, we will look to continue to;</p> <ul style="list-style-type: none"> • Expand the portfolio of properties managed through our PKC Lets social letting agency • Promote the private-rented sector as a viable housing option • Bring as many empty properties back into use as affordable housing as possible through the provision of advice, assistance and Empty Homes Initiative grants • Support private sector tenants to sustain their tenancies using the Floating Housing Support Service, Property Ready Fund, Prevention Fund etc • Build relationships and work in partnership with private landlords and letting agents and be a point of contact to offer and provide housing advice 			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	<p>The private sector access initiatives have been a key element of our approach for the last 10 years so in that sense, they are already mainstreamed.</p> <p>The Private Sector Team has expanded significantly since its inception in 2009/10 from 2.0FTE Officer posts to the current position of 5.5FTE Officer posts. Securing permanent funding for this Team has been a challenge and we have been reliant on various temporary funding sources in recent years to support the expansion of the Team.</p>			

	<p>Moving forward, we have agreement that the Team will be funded through a combination of Council Tax Second Homes Levy monies and income generated by our social letting agency management fees. It is not anticipated that the longer-term continuation of this service would be dependent on funding from the Scottish Government.</p>
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Activity Name:	Additional Staff Resources/Capacity			
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	<p>Additional staff resources have been recruited to assist with the delivery of our RRTP. In the previous update, we reported that the responsibilities of the 'Home First Officer' outlined in our RRTP have already been mainstreamed through the creation of a new Senior Housing Options Officer.</p>			
Allocation Spent on activity:	£	SG RRTP funding	Local Authority funding	Other
		5,469	28,163	
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	<p>In 2020/21, the following additional staff resources were in place to help deliver the RRTP.</p> <ul style="list-style-type: none"> • Temporary Higher Duty payment for existing Team Leader in lieu of additional responsibilities related to the strategic development and operational oversight of our Home First approach to homelessness. • Additional Housing Options Officer recruited on a fixed-term basis to provide additional capacity. 			
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding	Local Authority funding	Other
			34,000	34,849 (carry-forward of RRTP funding from 2020/21)
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	<p>For 2021/22, the following additional staff resources will be in place.</p> <ul style="list-style-type: none"> • Additional Housing Options Officer mentioned above – contract extended to 31.03.22. • An additional Support Officer has been recruited on a fixed-term basis to 31.03.22. This post will provide 			

	<p>additional capacity within the Central Support Team (general fund, tenure neutral). This additional capacity will enable us to;</p> <ul style="list-style-type: none"> ○ Implement a voluntary, enhanced Section 11 protocol with our Housing Association partners. ○ Work with private landlords to support private tenants affected by the pandemic who may be facing eviction and homelessness when the Coronavirus protections ease. ○ Continue to focus on tenancy sustainment to ensure that people don't unnecessarily come back into the homelessness system.
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>Council funding for the additional Housing Options Officer has already been secured on a permanent, recurring basis. Consideration will be given later in the year to whether we will extend the contract of the additional Support Officer or reconfigure other support resources to cover the areas of work outlined above.</p>

<p>Activity Name:</p>	<p>Youth Homelessness Support Service</p>			
<p>Activity Description:</p> <p>Provide a short overview of the aims and the transformative nature of this activity.</p>	<p>Perth and Kinross Council commissioned this Service from The Rock Trust for an initial period of 12 months from 01 April 2020. The Service, known as 'Youth Boost' is a fully inclusive, innovative service for young people aged 16-25 who are homeless or threatened with homelessness.</p> <p>The Service is tenure neutral and focusses on the prevention of homelessness, supporting the transition into settled accommodation and tenancy sustainment.</p> <p>The contract is funded using the budget from a vacant Housing Support Officer post topped-up with RRTP funding.</p>			
<p>Allocation Spent on activity:</p>	<p>£</p>	<p>SG RRTP funding</p>	<p>Local Authority funding</p>	<p>Other</p>
<p>Overview of progress made to date:</p> <p>Provide a short summary of the work undertaken in the past year, progress made and challenges.</p>		<p>12,948</p>	<p>37,052</p>	
	<p>The Service was launched on schedule on 01 April 2020 despite the pandemic and associated restrictions. Service delivery methods had to be adjusted and the plan to co-locate Rock Trust staff with the Housing Options and Support Team had to be</p>			

	changed. Nonetheless, the Service has been very successful and up to the end of May 2021, 189 young people have been supported.			
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding	Local Authority funding	Other
			38,162	59,676 (carry-forward of RRTP funding from 2020/21)
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	<p>We have extended the contract for a further 2 years to the end of 2022/23 with the option of a further extension of one year to the end of 2023/24. The funding for the contact has also been increased from £50K to £68K per annum.</p> <p>The aims of the service continue to be to provide support to young people aged 16-25 who are experiencing homelessness with a particular focus around prevention, transition into settled accommodation and tenancy sustainment.</p> <p>If the restrictions around the pandemic ease sufficiently during 2021/22, we would anticipate delivering more face-to-face engagement with young people, some group activities and options for more direct joint working between Rock Trust and Perth and Kinross Council staff.</p>			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	<p>We have secure but partial funding for this Service through the use of the budget for a Perth and Kinross Council Housing Support Officer. We are using some of the additional RRTP funding to front-load the top-up costs so that we have fully secure funding for the 2 years of the extended contract.</p> <p>We are monitoring and evaluating performance and outcomes on an ongoing basis but a more comprehensive evaluation and options appraisal will be undertaken later in the contract period, probably towards the end of 2021/22.</p>			

Activity Name:	System Developments
Activity Description: Provide a short overview of the aims and the transformative nature of this activity.	We previously reported plans to develop our 'Northgate' Housing System to provide additional functionality around the following areas through the purchase of an additional module called 'Housing Online';

	<ul style="list-style-type: none"> • Online applications and self-serve housing options and application management • Mobile working solutions • The ability for staff to key application information directly into the system, avoiding the need for paper forms, re-keying of information and associated duplication <p>This additional functionality will enhance the accessibility of our services, improve the customer experience and deliver efficiencies which will release staff capacity to focus on other key areas such as homelessness prevention and tenancy sustainment.</p>								
Allocation Spent on activity:	£	<table border="1"> <thead> <tr> <th data-bbox="660 692 936 797">SG RRTP funding</th> <th data-bbox="936 692 1209 797">Local Authority funding</th> <th data-bbox="1209 692 1484 797">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="660 797 936 896">16,750</td> <td data-bbox="936 797 1209 896"></td> <td data-bbox="1209 797 1484 896"></td> </tr> </tbody> </table>	SG RRTP funding	Local Authority funding	Other	16,750			
SG RRTP funding	Local Authority funding	Other							
16,750									
<p>Overview of progress made to date:</p> <p>Provide a short summary of the work undertaken in the past year, progress made and challenges.</p>	<p>The development, build and integration of Housing Online with our pre-existing system is ongoing. Unfortunately, this work has been delayed by the pandemic and by some system issues that have taken time to resolve. These issues have resulted in additional consultancy costs as well as delaying the development and implementation.</p>								
Future spend planned on this activity in 2021/22:	£	<table border="1"> <thead> <tr> <th data-bbox="660 1249 936 1321">SG RRTP Funding</th> <th data-bbox="936 1249 1209 1321">Local Authority funding</th> <th data-bbox="1209 1249 1484 1321">Other</th> </tr> </thead> <tbody> <tr> <td data-bbox="660 1321 936 1433">8,750</td> <td data-bbox="936 1321 1209 1433"></td> <td data-bbox="1209 1321 1484 1433"></td> </tr> </tbody> </table>	SG RRTP Funding	Local Authority funding	Other	8,750			
SG RRTP Funding	Local Authority funding	Other							
8,750									
<p>Implementation in 2021/22:</p> <p>Provide a short summary of the aims and targets for this activity during 2021/22.</p>	<p>We plan to launch the Housing Options self-serve element on 01 September 2021 and the online applications part as soon as possible after that.</p>								
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>The development of our Northgate Housing system through the additional Housing Online module will become a mainstream part of our operation once launched.</p> <p>We are meeting the annual servicing and consultancy costs from our RRTP funding at this point but these costs will be absorbed into the Council budget moving forward.</p>								

Activity Name:	Handyperson
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<p>Activity Description:</p> <p>Provide a short overview of the aims and the transformative nature of this activity.</p>	<p>We have recently recruited a Handyperson to work with the Housing Options and Support Team to assist with the delivery of some aspects of our Home First model. A Handyperson directly employed in the Team delivering homelessness services offers a number of benefits in terms of removing barriers to rapid rehousing.</p> <p>The remit of the Handyperson in this context would include:</p> <ul style="list-style-type: none"> • Delivering items to/from temporary accommodation properties or items being provided through the Property Ready Fund. This would be limited to small items such as microwaves, starter packs etc which would not require 2 people to handle safely. • Minor repairs or decoration to temporary accommodation & PKC Lets/RBGS properties such as changing/fitting light bulbs, re-fixing carpet strips, adjusting doors, minor paintwork etc. • Carrying out small tasks within properties to turn a house into a home – hanging curtains, helping to lay floor coverings, assistance with small areas of decoration. • Cleaning temporary accommodation & PKC Lets/RBGS properties. • Topping up gas/electric meters where required. • Maintaining a record of stock levels in the store at Arran Road in both in terms of new goods and customer property in storage. • Carrying out Portable Appliance Testing (PAT) of electrical items in temporary accommodation properties or in storage (subject to appropriate qualification). <p>By having a dedicated resource to assist with the tasks outlined above we can support people to move on from temporary accommodation quickly and recycle the temporary accommodation units which enables us to maintain a relatively small portfolio of temporary accommodation.</p> <p>This also creates opportunities for excessive cost avoidance in relation to small jobs that we would otherwise have to issue to a contractor.</p>			
<p>Allocation Spent on activity:</p>	<p>£</p>	<p>SG RRTP funding</p>	<p>Local Authority funding</p>	<p>Other</p>
<p>Overview of progress made to date:</p>	<p>N/a – new initiative for 2021/22.</p>			

Provide a short summary of the work undertaken in the past year, progress made and challenges.				
Future spend planned on this activity in 2021/22:	£	SG RRTP Funding	Local Authority funding	Other
<p>Implementation in 2021/22:</p> <p>Provide a short summary of the aims and targets for this activity during 2021/22.</p>				<p>32,000</p> <p>(carry-forward of RRTP funding from 2020/21)</p>
<p>Plans for mainstreaming this activity:</p> <p>Provide detail of the timescale and plans to mainstream / when this activity will end:</p>	<p>We have recruited the Handyperson and they started work in April 2021. The aims and objectives are outlined above.</p> <p>There are no specific targets associated with this post but we will monitor the impact in terms of removing barriers to enable people to move into their new homes quickly and in terms of any savings or cost avoidance relative to other ways of completing these tasks.</p> <p>At this stage, we are viewing this as a ‘test of change’ initiative so there are no detailed plans to mainstream this activity. However, if the availability of a Handyperson creates the positive impact that we anticipate, consideration will be given to options to make this a permanent part of our structure and to whether there are associated employability opportunities, perhaps around recruiting a modern apprentice to work with the Handyperson and also creating work experience opportunities for some homeless people who are not yet ready for employment.</p>			

Activity Name:	Service-User Participation Project
<p>Activity Description:</p> <p>Provide a short overview of the aims and the transformative nature of this activity.</p>	<p>We have allocated funding for 2021/22 to progress a project to enable us to better understand our customers and to create ongoing opportunities for people with lived experience of homelessness to contribute to the development and delivery of our services.</p> <p>Some initial engagement work is ongoing specifically in relation to understanding the needs and aspirations of some of our more complex customers and to try and learn more about the reasons for failed tenancies from the tenant’s perspective.</p> <p>This work will inform a more comprehensive project, the details of which are still under consideration with our colleagues in Health & Social Care and the third sector.</p>

Allocation Spent on activity:		SG RRTP funding	Local Authority funding	Other
	£			
Overview of progress made to date: Provide a short summary of the work undertaken in the past year, progress made and challenges.	N/A – new initiative for 2021/22			
Future spend planned on this activity in 2021/22:		SG RRTP Funding	Local Authority funding	Other
	£	10,000		
Implementation in 2021/22: Provide a short summary of the aims and targets for this activity during 2021/22.	As above, this project is still under consideration and we are waiting to see whether the easing of restrictions associated with the pandemic increases the options for more meaningful engagement with our service-users.			
Plans for mainstreaming this activity: Provide detail of the timescale and plans to mainstream / when this activity will end:	We try to provide ongoing opportunities for customers and service-users to provide feedback and suggestions. This project will provide more detailed insight into specific areas and will inform future policy development around accommodation options for people with multiple and complex needs and tenancy sustainment interventions.			

Unspent 2020/21 RRTP Funding

<p>Please provide the total of 2020/21 funding provided by the Scottish Government for the implementation of the Rapid Rehousing Transition Plan in your area that has <u>not</u> been spent in 2020/21.</p>	£	<p>133,000 (this was the additional funding outlined in the letter of 18 December 2020)</p>
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Provide detail of how this funding will be spent on implementing the Rapid Rehousing Transition Plan in 2021/22 detailing the area that it will be used in. Please make clear the individual amounts

ACTIVITY	FUNDING TO BE CARRIED FORWARD	
Additional Housing Support Officer	£	34,849
Youth Homeless Support Service	£	59,676
Handyperson	£	32,000
Property Ready Fund	£	6,475
Total	£	133,000