



*Castle House
Great North Road
Newark
NG24 1BY*

Tel: 01636 650000

www.newark-sherwooddc.gov.uk

Friday, 8 January 2021

Chairman: Councillor T Wendels

Vice-Chairman: Councillor Mrs R Holloway

Members of the Committee:

**Councillor Mrs K Arnold
Councillor M Brock
Councillor Mrs B Brooks
Councillor Mrs I Brown
Councillor M Brown
Councillor S Carlton
Councillor Mrs L Dales
Councillor L Goff
Councillor J Lee
Councillor Mrs S Saddington**

Substitute Members:

**Councillor Mrs G Dawn
Councillor P Harris
Councillor Mrs L Hurst
Councillor N Mitchell
Councillor P Peacock
Councillor Mrs S Michael**

MEETING: Homes & Communities Committee

DATE: Monday, 18 January 2021 at 6.00 pm

VENUE: Broadcast from Castle House, Great North Road, Newark, Notts NG24 1BY

You are hereby requested to attend the above for the purpose of transacting the business on the Agenda as overleaf.

Attendance at this meeting and public access will be by remote means due to the Covid-19 Pandemic.

Further details to enable remote access will be forwarded to all parties prior to the commencement of the meeting.

**If you have any queries please contact Karen Langford on Karen.Langford@newark-sherwooddc.gov.uk
01636 655992.**

AGENDA

Page Nos.

Remote Meeting Details

This meeting will be held in a remote manner in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The meeting will be live streamed on the Council's social media platforms to enable access for the Press and Public.

1. Apologies for Absence
2. Declarations of Interest by Members and Officers and as to the Party Whip
3. Declaration of any Intention to Record the Meeting
4. Minutes of meeting held on 23 November 2020 5 - 12
5. District Wide Housing Needs Assessment 2020 13 - 217
6. Chairman's Report
7. Forward Plan - February 2021 to January 2022 218 - 219

Part 1 - Items for Decision

8. Responsive Repairs Priorities 220 - 224
9. Housing Ombudsman Complaint Handling - Self Assessment 225 - 240
10. The Domestic Abuse Bill (2020) - Impacts for NSDC 241 - 245
11. Update on the Delivery of the Safer Streets Initiative 246 - 248
12. E-Newsletters 249 - 265

Part 2 - Items for Information

13. Homelessness Prevention and Rough Sleeper Strategy - Annual Delivery Update 266 - 283
14. Yorke Drive Regeneration Update 284 - 288
15. Homes & Communities Revenue and Capital Forecast Outturn Report to 31 March 2021 as at 30 November 2020 289 - 308
16. 2021/22 Housing Revenue Account (HRA) Budget and Rent Setting 309 - 324

- | | | |
|-----|--|-----------|
| 17. | Homes & Communities Committee Revenue Budget 2021/22 | 325 - 349 |
| 18. | Seven Hills Homelessness Provision Verbal Update | |
| 19. | HRA New Build Development Update | 350 - 354 |

Confidential & Exempt Items

- | | | |
|-----|-----------------------------------|--|
| 20. | Exclusion of the Press and Public | |
|-----|-----------------------------------|--|

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

- | | | |
|-----|---|-----------|
| 21. | HRA New Build Development Potential Site Report | 355 - 359 |
|-----|---|-----------|

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Homes & Communities Committee** Broadcast from Castle House, Great North Road, Newark, Notts NG24 1BY on Monday, 23 November 2020 at 6.00 pm.

PRESENT: Councillor T Wendels (Chairman)
Councillor R Holloway (Vice-Chairman)

Councillor Mrs K Arnold, Councillor M Brock, Councillor Mrs B Brooks, Councillor Mrs I Brown, Councillor M Brown, Councillor S Carlton, Councillor L Dales, Councillor L Goff, Councillor J Lee and Councillor Mrs S Saddington

ALSON IN ATTENDANCE: Councillor Mrs L Hurst

APOLOGIES FOR ABSENCE: None

The meeting was held remotely, in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

68 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

That no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

69 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

That there would be an audio recording of the meeting undertaken by the Council.

70 MINUTES OF MEETING HELD ON 14 SEPTEMBER 2020

AGREED (unanimously) that the Minutes of the meeting held on 14 September 2020 be approved as a correct record and to be signed by the Chairman.

71 POLICING IN NEWARK AND SHERWOOD – INSPECTOR HEATHER SUTTON

Inspector Heather Sutton from Nottinghamshire Police gave a short briefing to the Committee with reference to current activities in Newark and Sherwood.

72 ANTISOCIAL BEHAVIOUR – INTERVENTIONS AND ENFORCEMENT AND POLICY REVIEW

The Committee considered the report from the Business Manager for Public Protection providing information on the current position with regard to antisocial behaviour across the district and the range of interventions and enforcement used to combat this behaviour.

The report proposed that following Newark and Sherwood Homes having had their own Antisocial Behaviour Policy and the move to Housing Services within the Council, it would therefore be appropriate to have a single corporate policy for antisocial behaviour.

Officers from both the Public Protection and Housing Services are working together to provide a draft policy for March Committee cycle.

AGREED (unanimously) that:

- (a) the Committee noted the data relating to ASB, requesting a 6 monthly update; and that,
- (b) Members supported the production of a single ASB Policy for the Council.

73 CHAIRMAN'S REPORT

The Chairman updated the committee that since the last meeting, the public protection team has been supporting residents and businesses through the introduction of tiered restrictions to help give advice and guidance around living with Covid-19. The officers have been supported by colleagues across the Council who became community advocates out and about across the District to support residents in understanding the restrictions. Now the situation has changed to national restrictions and the team are responding to issues around ASB and enforcement issues. The team continues to be very busy in providing a balance of enforcement and support. The Chairman then went on to thank all of those staff who have supported the Council in these activities and that it was appreciated.

The Chairman then highlighted how the Housing, Health and Wellbeing Directorate has also been busy with continued focus on responding to Covid through HART, supporting residents at risk of homelessness and proactively supporting colleagues and residents around wellbeing during this time.

The Chairman informed the committee that the Tenant Engagement Officer was now in place and could therefore look forward to seeing the tenant engagement review moving forward over the coming months.

The Chairman confirmed that last week saw the much anticipated release of the Housing White Paper – two years after the Green Paper was released. There is focus on realigning the relationship between tenant and landlord with greater transparency and accountability and changing the role of the Social Housing Regulator to extend their reach to consumer regulation. A paper will be coming to the January committee to help understand the changes this will bring to the role as a Landlord and to the tenants.

The Chairman informed the committee that tenants and colleagues will be consulted in completing a self-assessment of the Council's compliance with regulatory standards and the Housing Ombudsman's effective complaints handling.

The Chairman also highlighted a paper on the agenda to discuss the future delivery of the grounds maintenance service and how it provides the opportunity to bring greater accountability, quality and consistency to this service.

The Chairman expressed to committee members that they had a packed agenda and going forward a lot of work for the Committee and gave thanks to the teams continuing to work hard and provide services for residents during these challenging times and approaching the festive season.

74 FORWARD PLAN - DECEMBER 2020 TO NOVEMBER 2021

The Committee considered the Forward Plan for December 2020 to November 2021 with the Chairman inviting Members to put forward any items they would wish to be considered by Committee at a future meeting.

One Member showed concern that some items go to this committee, then are taken to the Policy & Finance Committee, with a suggestion to go directly to Policy & Finance for decision.

75 GROUNDS MAINTENANCE OF HRA LAND

The Committee considered the report from the Director of Housing, Health and Wellbeing providing Members with a business case for Newark and Sherwood's Street Scene Service to deliver the Grounds Maintenance of HRA (Housing Revenue Account, or Housing Service land) land going forward, rather than contracting to a third party for this service.

To obtain an in principle decision to bring the existing contract to an end and bring the service in-house.

Members presented with details of enhanced levels of service available, to form part of a future consultation (with tenants subject to approval of business case).

AGREED (unanimously) that:

- (a) Members approved in principle the termination of the existing grounds maintenance contract and recommended that the grounds maintenance service for the HRA be in sourced and provided through the NSDC Street Scene.
- (b) Members to request the decision from this committee and the Leisure & Environment Committee for consideration of matters relating to this proposal that fall within its remit before being sent to Policy & Finance Committee for approval.

76 OLLERTON LOCAL HOUSING OFFICE AND RE-PURPOSE

The Committee considered the report from the Business Manager for Customer Services to seek approval to refurbish the Ollerton local office and refocus the purpose of it to become a multi-use facility, subject to the Policy & Finance

Committee approving the required budget.

The report highlighted that the investment in Ollerton would bridge provision of a local outreach whilst the Council progresses its longer term plans for the area. All residents will receive a good quality, one stop service for all their council services and well as a much needed self-service provision.

AGREED (unanimously) that Members supported the proposal to refurbish and re-purpose the local housing office in Ollerton, as detailed in the report, and recommend to the Policy & Finance Committee that this project be added to the HRA Capital Programme for 2020/21.

77 REVISED CUSTOMER FEEDBACK POLICY

The Committee considered the report from the Business Manager for Customer Services to seek approval of the revised Customer Feedback Policy, subject to final approval by the Policy & Finance Committee.

The Committee were informed that this policy brings together feedback arrangements across the whole Council and will enable this to be dealt with in a timely manner by a manager best placed to resolve the issue with appropriate escalation if matters are unresolved. This will be a strong foundation for using customer feedback to inform and improve the council services.

AGREED (unanimously) that Members of the Committee supported the revised Customer Feedback Policy and recommend it to the Policy & Finance Committee for final approval.

78 AIDS AND ADAPATIONS POLICY

The Committee considered the report from the Strategic Lead for Asset & Development providing the Committee with a revised policy for aids & adaptations to demonstrate Newark and Sherwood District Council's commitment to providing assistance and delivering solutions to meet the needs of customers that are long term sick or disabled, to enable them to enjoy a good quality of life and sustain independent living in their home, for as long as possible.

AGREED (unanimously) to approve the Aids and Adaptations Policy as drafted.

79 GAS SERVICING ACCESS ARRANGEMENTS

This item was withdrawn from the Agenda, following further work it will be brought to a future committee meeting.

80 HOUSING SERVICE COMPLIANCE PERFORMANCE

The Committee considered the report from the Strategic Lead for Asset and Development, providing an overview of compliance performance of the housing service at the end of September 2020.

A previous report was considered by the committee in September 2020.

The Committee noted that performance was improving and the Chairman thanked the team for their efforts.

AGREED (unanimously) that the Committee noted the performance of the Housing Service compliance functions for September 2020.

81 HOUSING SERVICES QUARTER 2 PERFORMANCE

The Committee considered the report from the Performance Officer, providing an overview of performance and satisfaction within housing services for Quarter 2 of 2020/21.

A previous report was considered by the committee in September 2020.

This report provided assurance to Members that standards and performance are high, and where they are not, actions are in place to address this, particularly where there are risks associated, therefore enabling the Committee to meet its obligations to tenants.

AGREED (unanimously) that:

- (a) the Committee noted the performance of the housing service.
- (b) Members feedback their observations about the content and presentation of the performance information.

82 RIGHT TO BUY REPORT

The Committee considered the report from the Compliance and Assurance Officer, providing Members with a briefing about the Right to Buy which can apply to homes which are owned by the Council. In particular, the report explained the eligibility of properties which have been adapted to meet the needs of tenants.

The report explained how Right to Buy allows eligible council and housing association tenants in England to buy their home with a discount. The discount is currently capped at £84,200 for the Newark and Sherwood area, however this figure is set each year in line with CPI so can increase. The level of discount is calculated using the number of year's tenancy for the applicant, currently this is 35% for the first 5 years and an additional 1% for each year (houses) and 50% for the first 5 years and an additional 2% for each year (Flats).

Eligibility requirements apply to the tenants and some properties are exempt from the Right to Buy, legislation balances the rights of the tenant's aspirations of home ownership whilst recognising the importance of protecting the housing stock to meet the needs of current and future residents.

AGREED (unanimously) that the contents of the report be noted.

83 AFFORDABLE HOUSING DELIVERY 2019/20

The Committee considered the report from the Housing Development Officer providing the Committee with detail on affordable housing delivery across the district for the financial year 2019/20, along with a guide on future anticipated delivery.

The report provided the Committee with an update on the progress being made to deliver the approved 5 year council housing (Housing Revenue Account) development programme. The Committee to receive further updates going forward in the forward plan.

AGREED (unanimously) that the Committee noted the affordable housing delivery and progress of the Council's five year development programme.

84 ROUGH SLEEPER UPDATES

The Committee considered the report from the Homelessness Strategy and Safeguarding Officer informing Committee Members of the annual rough sleeper estimate for 2020 for Newark and Sherwood and provided an update on the rough sleeper initiative funding and work programme and update on the winter night shelter plans for 2019/20.

The Committee found the report to be very informative and thanked the team. Members were encouraged to let Officers know of any rough sleepers so support could be provided.

AGREED (unanimously) that the Committee noted the content of the report and endorsed the ongoing work to support rough sleepers and those vulnerably housed in the Newark and Sherwood District.

85 HOMES & COMMUNITIES REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2021 AS AT 30 SEPTEMBER 2020

The Committee considered the report from the Business Manager for Financial Services comparing the Revised Budgets for the period ending 31 March 2021 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on six months' performance information on the Council's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Housing Revenue Account (HRA)
- Capital Programme

The report explained that it was requested by Members at the Policy & Finance Committee during February 2020 that reports were presented to individual Committees, for noting, for them to understand the financial position of their Committee.

The Committee were presented with the report for noting and to be taken to the next
Agenda Page 10

Policy & Finance Committee on 26 November 2020.

AGREED (unanimously) that the contents of the report be noted.

86 URGENCY ITEM – COMMUNITY LOTTERY – GAMBLING COMMISSION LICENCE SUBMISSION

The report provided the Committee with the urgency decision that had been taken to secure urgent delegated approval to adopt a number of bespoke policies, procedures and terms and conditions agreements that were required to meet the compliance requirements of the Gambling Commission (GC) to secure the Council's Community Lottery Licence.

NOTED the Urgency Item – Minute of Decision.

87 EXCLUSION OF THE PRESS AND PUBLIC

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

88 URGENCY ITEM – NEXT STEPS ACCOMMODATION PROGRAMME

The Committee considered the exempt report regarding the Urgency Item – Next Steps Accommodation Programme.

(Summary provided in accordance with Section 100C(2) of the Local Government Act 1972).

Meeting closed at 8.50 pm.

Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

DISTRICT WIDE HOUSING NEEDS ASSESSMENT 2020

1.0 Purpose of Report

1.1 To present to Committee the findings of the Newark and Sherwood District Wide Housing Needs Assessment (HNA) 2020 and accompanying Sub-Area Analysis Reports.

2.0 Background Information

2.1 As previously reported to Committee, the Council, as a strategic housing authority, has a statutory requirement to undertake regular assessments of future housing requirements within the district in accordance with Part 11 (Section 8) of the 1985 Housing Act (Periodical review of housing needs). In addition paragraph 61 of the National Planning Policy Framework 2019 (NPPF) requires Local Planning Authorities to assess the size, type and tenure of housing needed for different groups in the community.

2.2 The Committee at its meeting on the 10th June, 2019, gave approval to update the David Couttie and Associates Housing Market and Needs Assessment 2014 (DCA). Members will note that DCA completed the previous three 'district wide' housing needs assessments in 2004, 2009 and 2014. David Couttie has now retired and the Council underwent a tender exercise and commissioned Arc4 (Consultants) to commence a district wide housing needs assessment and sub-area analysis, the findings of which are attached as Appendix A and B to this report.

3.0 Arc4 Newark and Sherwood District Wide Housing Needs Assessment & Sub-Area Analysis

3.1 In accordance with the tender specification, Arc4 have now prepared a final draft HNA and sub-area analysis, which has been made available to all Council Members, relevant Officers and local stakeholders.

3.2 Due to the strategic importance of this work, Michael Bullock, Managing, Director of Arc4 will present the brief findings of the HNA to Members at this committee meeting followed by a detailed presentation at a separate meeting on Monday, the 1st February, 2021, at 5.30 p.m. to which all Members and stakeholders will be invited. This will give Members and stakeholders the opportunity to scrutinise the findings, broaden their understanding of the housing market and needs across the district and, if appropriate, challenge the Consultant on the findings being presented to test the assessment's robustness.

4.0 Key Findings and Recommendations

4.1 The HNA comprised of a household survey based upon a random sample of 13,266 households, from which 2,143 responses were received (16.2% response rate). The HNA also involved reviewing relevant secondary data as well as obtaining views and information from a wide range of stakeholders.

4.2 The aim of the assessment is to bring the evidence together and provides a wealth of analysis and estimates including information on:-

- The dynamics of the district's housing market and its relationship with neighbouring authorities;
- The current stock of housing (all tenures)
- A review of the demographic and economic context
- The role of the private rented sector
- Housing requirements of all tenures, including affordable housing and indicating appropriate tenure and dwelling type mix at sub-area level (eight sub-areas)
- Affordability analysis including scenario testing for all tenures; and
- The housing requirements of specific household groups

4.3 The 2014 assessment indicated a total net affordable housing need of 677 units per annum and after deducting the annual supply of housing, the shortfall over the next five years was 221 homes per annum. The 2020 assessment records a total net affordable housing need of 617 units per annum and after deducting the annual supply of housing, the shortfall for the next five years is 243 homes per annum.

4.4 The main variances between the 2014 affordable need data and the 2020 data are a higher total backlog need who require affordable housing and lower level of newly-arising need because market prices are affordable to around 80% of newly-forming households (this excludes households falling into need who are included in the newly-arising need figure).

4.5 The Assessment summarises recommendations for development by tenure and number of bedrooms. Overall, the focus of development across the district should be 2 and 3-bedroom dwellings. For market housing, there is a particular need for 2 and 3-bedroom dwellings. For affordable rented housing a broad mix is needed with just over half of need being for 1 and 2-bedroom dwellings. For intermediate (affordable home ownership) strongest need is for properties with 3 or more bedrooms.

4.6 Analysis of dwelling type identifies the strongest need for houses but a considerable need for bungalows which reflects the needs, aspirations and expectations of the aging population across the district both for market and affordable homes. Over 30% of new dwellings across all tenures except intermediate should be bungalows.

4.7 The key strategic messages from the HNA are:-

- New development needs to reflect the needs of an ageing population whilst continuing to develop housing for younger age groups and a range of income groups to support economic growth ambitions. The overall focus needs to be on delivering 2 and 3-bedroom dwellings and a marked increase in the delivery of bungalows is needed.
- There is a need to improve the delivery of affordable housing to address identified need. The current 30% target remains ambitious although in recent years the level of affordable delivery has improved. Affordable home ownership options for key workers should also be considered given the affordability challenges across the district.
- The majority of older people want to remain in their own home with help and support when needed. There is therefore a need to improve support services available to older people across all tenures. Additionally there is a need to increase the specialist older persons housing provision, for instance extra care and retirement housing.
- There is a need to regularly review the needs of different groups and the impact of physical disability and mental health on housing need. There is a specific need to deliver

1% of new dwellings to M4(3) wheelchair accessible standard and a minimum of 23% of new homes to M4(2) accessible and adaptable standard.

5.0 Equalities Implications

5.1 The HNA has assessed and taken account of the specific housing needs of people with protected characteristics ensuring the Council complies with its responsibilities under the Equalities Act 2010.

6.0 Financial Implications – FIN20-21/7786

6.1 The policy framework and resources required have already been considered and approved by this Committee for the completion of a new District Wide Housing Needs Assessment within existing budgets.

7.0 Community Plan – Alignment to Objectives

7.1 The delivery of additional affordable homes across the district continues to be a strategic priority for the Council with an objective of the Community Plan being to; *'Accelerate the supply of new homes including associated facilities.'*

7.2 The district wide Housing Needs Assessment provides the evidence base to deliver housing to meet the needs of all its residents across the district's urban and rural communities.

8.0 Comments of Director

Comments of the Director of Planning & Growth

8.1 The Newark & Sherwood Housing Needs Assessment 2020 provides a robust up-to-date assessment of local housing need vital to preparing sound planning policy. The HNA along with the sub-area analysis also underpins negotiations that the Council's Planning and Housing Officers have with developers regarding the type and tenure of housing required as part of new housing development.

9.0 Recommendation

9.1 That Members consider and endorse the findings of the Newark and Sherwood Housing Needs Assessment 2020 (HNA) and accompanying Sub-Area Analysis Report.

Reason for Recommendation

The District Wide Housing Needs Assessment 2020 and Sub-Area Analysis has been commissioned to ensure the Council maintains a robust housing needs evidence base to inform the key strategic housing, planning and economic corporate documents.

Background Papers

Nil

For further information please contact Jill Sanderson, Housing Development Officer on 01636 655624.

Suzanne Shead
Director of Housing, Health and Wellbeing

District Wide Housing Needs Assessment

Newark and Sherwood District Council

Final Report

December 2020

Main Contact: Dr. Michael Bullock
Email: michael.bullock@arc4.co.uk
Telephone: 0800 612 9133
Website: www.arc4.co.uk

© 2020 arc⁴ Limited (Company No. 06205180)



Table of Contents

Executive Summary	10
Introduction	10
Dwelling stock	10
Future market mix and development priorities	10
Housing needs of different groups	11
Key strategic messages	12
1. Introduction	13
Background and purpose	13
National Planning Policy Framework	13
Local Policy Context	15
Geography.....	16
Research methodology	17
Presentation of data	17
Housing target.....	20
Report structure.....	20
2. Housing market and key drivers	21
Introduction	21
Dwelling stock, vacant stock and household estimates	21
Housing tenure.....	29
The owner-occupied sector	30
The private rented sector	32
Affordable housing.....	35
Past trends in housing delivery	38
Demographic drivers: population and households	40
Household income	42
Household migration and travel to work.....	46
Summary	46
3. Prices, rents and affordability	48
Introduction	48
House price trends.....	48
Relative affordability.....	52
Private renting	55
Relative affordability of housing tenure options and defining genuinely affordable housing.....	58
Concluding comments	74
4. The needs of different groups.....	75
Introduction	75
Housing for people with additional needs.....	75
Age-related housing need.....	76
Housing for older people	77
Stakeholder views on older persons' housing	89
Health-related housing need	89
Optional accessibility and wheelchair standard housing	91

Stakeholder views on specialist housing	94
Life experience-related housing need	95
Armed forces veterans.....	95
Cultural heritage related housing need	98
Other groups with particular housing requirements.....	101
Conclusion.....	104
5. Overall housing need, affordable need and recommendations for dwelling type and mix	106
Overall housing need	106
Affordable housing need	106
Future dwelling mix and development priorities	108
Summary of scenarios.....	110
Overall dwelling mix and development priorities by tenure 2019-2033	110
Sub-area dwelling mix and development priority analysis.....	111
Conclusions	117
6. Conclusion: policy and strategic issues.....	118
Introduction	118
Housing market and key drivers	118
Prices, rents and affordability.....	119
The needs of different groups	119
Overall housing need, affordable need and dwelling mix.....	120
Key strategic messages	122
List of Technical Appendices	123
Technical Appendix A: Affordable housing definitions.....	124
Affordable housing definitions	124
Technical Appendix B: Research methodology	125
Overall approach.....	125
Baseline dwelling stock information and Household Survey sample errors	125
Technical Appendix C: Affordable housing need calculations.....	127
Introduction	127
Stage 1: Current households in affordable housing need	131
Stage 2: Newly arising affordable need	133
Stage 3: Affordable housing supply	134
Stage 4: Estimate of total annual need for affordable housing.....	136
Total gross and net shortfall	137
Relationship between current housing stock and current and future needs	137
Comparison with housing register.....	139
Dwelling type and size	140
Tenure split	142
Technical Appendix D: Dwelling mix and modelling.....	144
Introduction	144
Starting points.....	144
The aspiration scenario.....	149
The expectation scenario.....	150

Summary of scenarios.....	153
Overall dwelling mix by tenure	153
Technical Appendix E: Stakeholder consultation responses	156
Stakeholder survey responses	156
All stakeholders.....	156
Registered providers.....	161
Developers and housebuilders	161
Specialist housing providers	162
Newark and Sherwood Local Authority staff.....	162
Neighbouring or adjacent local authority staff.....	162
Selling and lettings agents	163
Newark and Sherwood Council Elected Members	166
Private Landlords	169
Summary.....	169

List of Maps

Map 1.1	Newark and Sherwood District and its sub-areas.....	18
Map 2.1	Predominant dwelling type and size by built-up areas within LSOAs: Newark and Sherwood	23
Map 3.1	Median house prices 2019 within the LSOAs of Newark and Sherwood	53
Map 3.2	Median real-term house price percentage change, 2007 to 2019, within the LSOAs of Newark and Sherwood	54
Map 3.3	2019 median rents across Newark and Sherwood within LSOAs.....	57
Map 4.1	Elderly persons specialist accommodation.....	83

List of Tables

Table 1.1	Towns and villages located in each sub-area	19
Table 2.1	Current dwelling stock and household estimates	21
Table 2.2	Dwelling stock by sub-area	22
Table 2.3	Number of bedrooms of dwelling stock (2019) (% by sub-area).....	25
Table 2.4	Age of dwelling.....	25
Table 2.5	Dwelling stock condition estimates	26
Table 2.6	Dissatisfaction with quality of accommodation by tenure, dwelling type and age	27
Table 2.7	Dissatisfaction with quality of accommodation by economic activity	28
Table 2.8	Tenure split by sub-area	30
Table 2.9	Dwelling completions 2007/8 to 2018/19	38
Table 2.10	Change in population 2019-2033	40
Table 2.11	Household type and age of Household Reference Person 2019 to 2033.....	41
Table 2.12	Gross household income by sub-area (2020 household survey data)	44
Table 2.13	Gross household income by sub-area (CAMEO UK data)	45

Table 3.1	Comparative median house price change 2000-2019 with neighbouring districts, the East Midlands and England.....	50
Table 3.2	Comparative lower quartile (LQ) house price change 2000-2019 with neighbouring districts, the East Midlands and England	50
Table 3.3	Newark and Sherwood lower quartile and median price and income required to service a mortgage.....	51
Table 3.4	Comparative lower quartile and median house price change 2007-2019 for Newark and Sherwood and sub-areas.....	51
Table 3.5	Relative affordability of lower quartile and median prices by local authority area, the East Midlands and England (workplace-based and residence-based).....	52
Table 3.6	Comparative median rental price 2010-2019.....	55
Table 3.7	Lower quartile and median rents by sub-area, 2019.....	55
Table 3.8	Weekly Local Housing Allowance rates for Newark and Sherwood, April 2020	56
Table 3.9	Summary of price assumptions and data sources	61
Table 3.10	Cost of alternative tenures by sub-area based upon sub-area price levels	62
Table 3.11	Gross household income required to fund alternative tenure options by sub-area based upon sub-area price levels	63
Table 3.12	Impact of alternative deposit levels on income required for open market benchmark prices (price paid using district wide average prices)	64
Table 3.13	Affordability of private rents by sub-area	67
Table 3.14	District-wide market rents and affordability to key worker and other household configurations	68
Table 3.15	Affordability of open market prices.....	70
Table 3.16	Incomes of key workers and households on minimum/living wage and open market prices	71
Table 3.17	Affordable rented and affordable home ownership options and affordability to key workers and household configurations.....	73
Table 3.18	Genuinely affordable rents and purchase prices by sub-area.....	74
Table 4.1	Change in the population of older people.....	77
Table 4.2	Type of assistance required (%) either now or in next five years by age group	81
Table 4.3	Analysis of future need for specialist older person accommodation.....	82
Table 4.4	Older persons' housing preferences by age group.....	84
Table 4.5	Older persons' housing preferences by current sub-area of residence	85
Table 4.6	Adaptations, support requirements and space for carer to stay by sub-area ...	87
Table 4.7	Adaptations and home improvements required now by age group	88
Table 4.8	Estimate of the number of people with a disability	90
Table 4.9	Number of people stating illness/disability	90
Table 4.10	Physical disability prevalence	91
Table 4.11	Learning disability, mental health and dementia prevalence	91
Table 4.12	Summary of accessible housing standards	92
Table 4.13	Future need for wheelchair adapted dwellings.....	93

Table 4.14	Wheelchair use assumptions and resulting annual need.....	93
Table 4.15	Life-experience related issues	95
Table 4.16	Veteran households' housing aspirations and expectations (all tenures)	96
Table 4.17	Homelessness applications and acceptances 2010/11 to 2017/18	97
Table 4.18	Characteristics of households previously homeless.....	97
Table 4.19	Housing need across BAME and all households	99
Table 4.20	Dwelling mix and younger households (all tenures)	102
Table 5.1	Dwelling type and number of bedroom mix for affordable rented and intermediate tenures.....	106
Table 5.2	Gross annual imbalance of affordable dwellings by sub-area and number of bedrooms (number).....	107
Table 5.3	Affordable dwelling type and number of bedrooms (%).....	107
Table 5.4	Summary of dwelling type/mix scenarios (all tenures) 2019-2033.....	110
Table 5.5	Overall dwelling type and number of bedrooms by and tenure mix under baseline demographic scenario, 2019-2033 (Tenure%)	111
Table 5.6	Profile of current dwelling type and number of bedrooms by sub-area and district expressed as proportions of the total stock	113
Table 5.7	Dwelling mix and future development priorities : Collingham	114
Table 5.8	Dwelling mix and future development priorities: Mansfield Fringe	114
Table 5.9	Dwelling mix and future development priorities: Newark	115
Table 5.10	Dwelling mix and future development priorities: Nottingham Fringe	115
Table 5.11	Dwelling mix and future development priorities: Rural South.....	115
Table 5.12	Dwelling mix and future development priorities: Sherwood	116
Table 5.13	Dwelling mix and future development priorities: Southwell	116
Table 5.14	Dwelling mix: Sutton on Trent	116
Table 6.1	Recommended development priorities by type, size and tenure	121
Table B.1	Survey responses and sampling error by sub-area.....	125
Table C.1	Affordable housing need calculation for Newark and Sherwood District Council	128
Table C.2	Final housing need comparison 2014 and 2020	129
Table C.3	Final annual affordable housing need 2020 to 2033 using different assumptions for clearing the backlog of need	129
Table C.4	Affordable housing need calculation by sub-area	130
Table C.5	Homeless decisions and acceptances 2010/11 to 2017/18	131
Table C.6	Reason for housing need	132
Table C.7	Lower quartile house prices and private rent levels by sub-area (2019 data).133	
Table C.8	Gross annual imbalance of affordable dwellings by sub-area and number of bedrooms percent	138
Table C.9	Net annual imbalance of affordable dwellings by sub-area and number of bedrooms (number).....	138

Table C.10	Comparison between current affordable stock and estimated annual net affordable need.....	139
Table C.11	Comparison between housing register and household survey evidence of affordable need by number of bedrooms (proportion (%) need according to each source.....	139
Table C.12	Affordable dwelling type and number of bedrooms (%).....	141
Table C.13	Affordable tenure split by sub-area.....	142
Table C.14	Intermediate tenure options	143
Table C.15	Affordable tenure options	143
Table D.1	Age groups, household type and dwelling types used	145
Table D.2A	Change in number of households by age group 2019-2033.....	147
Table D.2B	Change in number of households 2019-2033 (all ages)	148
Table D.3	Change in number of households by age group 2019-2033.....	148
Table D.4	Impact of change in households by age group on dwellings occupied, 2019 – 2033	149
Table D.5	Impact of change in households by age group on dwellings occupied: aspirations	150
Table D.6	Impact of change in households by age group on dwellings occupied: expectations.....	151
Table D.7	Summary of dwelling type/mix scenarios (all tenures) 2019-2033.....	153
Table D.8	Overall dwelling type and number of bedrooms by and tenure mix under baseline demographic scenario, 2019-2033 (Table %).....	154
Table D.9	Overall dwelling type and number of bedrooms by tenure under baseline demographic scenario, 2019-2033 (Column %).....	155

List of Charts and Figures

Figure ES1	Future dwelling mix and future development priorities: tenure and number of bedrooms.....	11
Figure ES2	Future dwelling mix and future development priorities: tenure and dwelling type	11
Figure 2.1	Dwelling type by sub-area	24
Figure 2.2	Satisfaction with Newark and Sherwood as a place to live by sub-area	28
Figure 2.3	Newark and Sherwood: tenure profile of occupied dwellings	29
Figure 2.4	Characteristics of owner-occupied households and dwellings	31
Figure 2.5	Characteristics of private rented households and dwellings	33
Figure 2.6	Characteristics of affordable housing households and dwellings	36
Figure 2.7	Net dwelling completions, compared with the policy target, 2007/08 to 2018/19	39
Figure 2.8	Profile of households by age of Household Reference Person 2019 and 2033	42
Figure 3.1	Median house price trends 2000 to 2019: Newark and Sherwood, the East Midlands and England.....	49

Figure 3.2	Summary of the affordability of various tenure options using district average household income and housing costs.....	60
Figure 4.1	Establishing need associated with age, health and life experience	76
Figure 4.2	Current dwellings types compared to aspirations and expectations (over 65s) 79	
Figure 4.3	Percentage of households by ethnic group other than White British.....	98
Figure 4.4	Characteristics of BAME households in Newark and Sherwood District.....	100
Figure 5.1	Summary of dwelling types in current stock (all tenures) and under the current baseline demographic, aspiration and expectation scenarios	109
Figure D.1	Change in HRP age groups 2019 to 2033.....	146
Figure D.2	Summary of dwelling types in current stock and under baseline demographic, aspiration and expectation scenarios	152

Please note that in this report some of the tables include rounded figures. This can result in some column or row totals not adding up to 100 or to the anticipated row or column 'total' due to the use of rounded decimal figures. We include this description here as it covers all tables and associated textual commentary included. If tables or figures are to be used in-house then we recommend the addition of a similarly worded statement being included as a note to each table used.

This report takes into account the particular instructions and requirements of our client. It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party. arc⁴ Limited accepts no responsibility or liability for, and makes no representation or warranty with respect to, the accuracy or completeness of any third party information (including data) that is contained in this document.

Registered Address: arc4, 41 Clarendon Road, Sale, Manchester, M33 2DY

Email: businessteam@arc4.co.uk Web: www.arc4.co.uk

arc4 Limited, Registered in England & Wales 6205180 VAT Registration No: 909 9814 77

Directors: Helen Brzozowski and Michael Bullock

Executive Summary

Introduction

The Newark and Sherwood District Council Housing Needs Assessment (HNA) 2020 provides the up to date evidence to inform the strategies, policies and decisions of the council and its partners. The study has included a major household survey completed by 2,143 households (16.2% response rate), a survey of stakeholders and review of relevant secondary (published) data.

Dwelling stock

There are 57,392 dwellings and 53,115 households across Newark and Sherwood district. The vacancy rate is 2.4% which is the same for England. Most dwellings are houses (74.4%), 17% are bungalows, 6.9% are flats and 1.7% are other property types including caravans. 70.6% of households are owner occupiers, 15% live in affordable housing and 14.4% rent privately. There are around 300 intermediate (affordable home ownership) properties in the district.

Most households were satisfied with the state of repair of their home and 6.5% were dissatisfied, particularly those who rent privately and from a social housing provider.

Future market mix and development priorities

The HNA has carefully considered the future population and household projections over the period 2019 to 2033, the range of dwellings lived in by different households and their dwelling aspirations (likes) and expectations. This helps to determine an appropriate mix of dwellings to inform future development priorities to better reflect the housing needs of communities across the district.

The study has also calculated a need for 243 affordable homes each year across the district, with shortfalls in all sub-areas. This compares with an average of 109 being built over the past 5 years to 2018/19.

The current local plan has set a target for 454 dwellings each year. It is recommended that the current target for 70% market and 30% affordable dwellings is maintained, with the affordable housing split between 60% rented and 40% intermediate (affordable home ownership).

Figure ES1 summarises the recommendations for development by tenure and number of bedrooms. Overall, the focus of development should be 2 and 3-bedroom dwellings. For market housing, there is a particular need for 2 and 3-bedroom dwellings. For affordable rented housing a broad mix is needed with just over half of need being for 1 and 2-bedroom dwellings. For intermediate (affordable home ownership) strongest need is for properties with 3 or more bedrooms.

Analysis of dwelling type (Figure ES2) identifies strongest need for houses but a considerable need for bungalows which reflects the needs, aspirations and expectations of the aging

population across the district both for market and affordable homes. Over 30% of new dwellings across all tenures except intermediate should be bungalows.

Figure ES1 Future dwelling mix and future development priorities: tenure and number of bedrooms

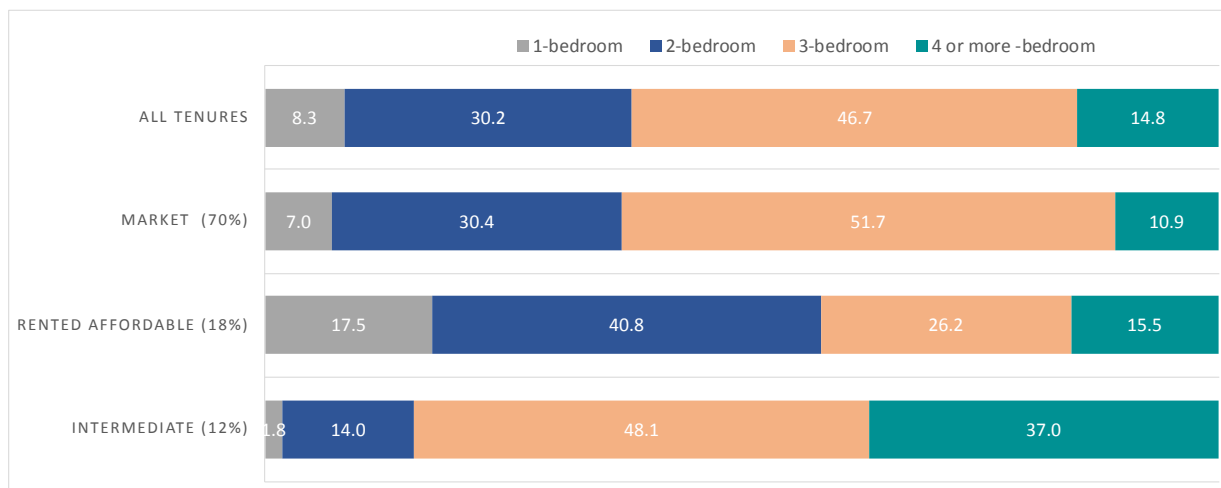
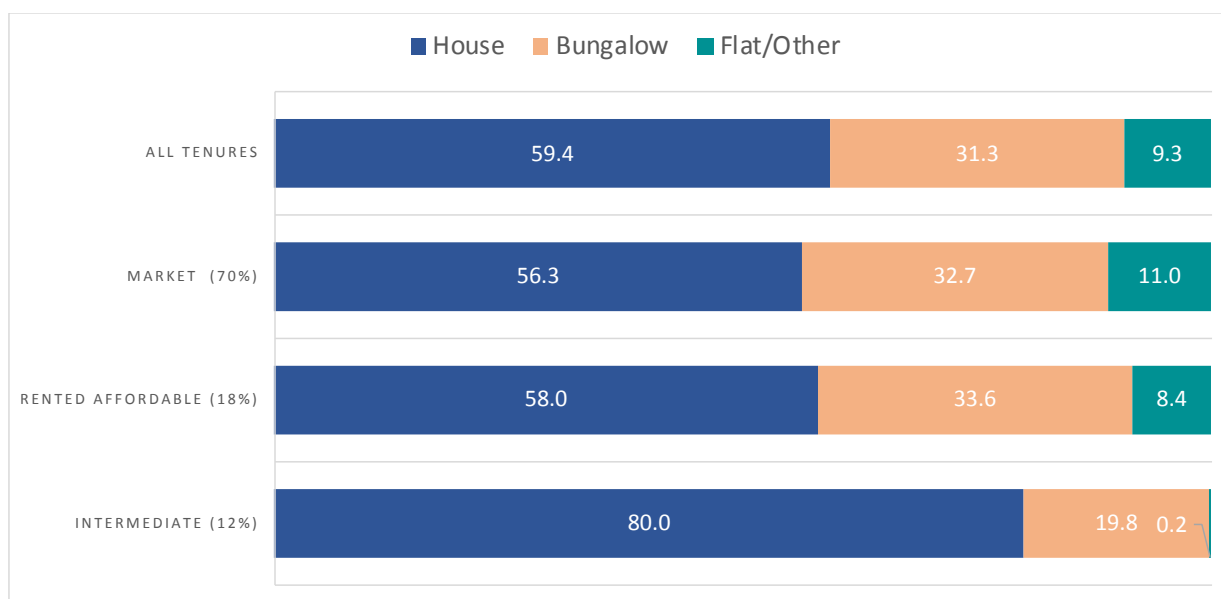


Figure ES2 Future dwelling mix and future development priorities: tenure and dwelling type



Housing needs of different groups

Particular needs which have been recognised in the HNA include:

- an additional supply of 1,344 units specialist older person accommodation needed by required by 2033;
- a minimum of 1% of new dwellings should be built to M4(3) wheelchair accessible standard; and a minimum of 23% all new dwellings should be built to M4(2) accessible and adaptable standard;

- over the period 2019 to 2035¹, there are expected to be an additional 2,418 people aged 65 and over with a mobility problem;
- 12.9% of black and minority ethnic (BAME) households are in some form of housing need compared with 9.9% of all households; and
- a need for 118 additional authorised Gypsy and Traveller pitches over the period 2013 to 2033.

The HNA has also evidenced a range of adaptations and home improvements needed by households. This includes more insulation (45.6%), better heating (34%), double glazing (27.1%), bathroom adaptations (20.2%), internal handrails (16.1%), external handrails (13.3%), improved ventilation (12.2%) and adaptations relating to sensory needs (10.1%).

Key strategic messages

- New development needs to reflect the needs of an ageing population whilst continuing to develop housing for younger age groups and a range of income groups to support economic growth ambitions. The overall focus needs to be on delivering 2 and 3-bedroom dwellings and a marked increase in the delivery of bungalows is needed.
- There is a need to improve the delivery of affordable housing to address identified need. The current 30% target remains ambitious although in recent years the level of affordable delivery has improved. Affordable home ownership options for key workers should also be considered given the affordability challenges across the district.
- The majority of older people want to remain in their own home with help and support when needed. There is therefore a need to improve support services available to older people across all tenures. Additionally there is a need to increase the specialist older persons housing provision, for instance extra care and retirement housing.
- There is a need to regularly review the needs of different groups and the impact of physical disability and mental health on housing need. There is a specific need to deliver 1% of new dwellings to M4(3) wheelchair accessible standard and a minimum of 23% of new homes to M4(2) accessible and adaptable standard.

¹ Note data not modelled to 2033

Newark and Sherwood District Council

Housing Needs Assessment

1. Introduction

Background and purpose

- 1.1 The Newark and Sherwood District Council Housing Needs Assessment (HNA) 2020 provides the council with up to date evidence of the housing requirements, housing needs and demands in the district for the period 2019-2033. Specifically, the HNA will be used to inform the production and review of the Development Plan and new housing policies. The evidence base for the housing needs assessment (HNA) is prepared in accordance with the requirements of the February 2019 National Planning Policy Framework (NPPF) and associated Planning Practice Guidance (PPG).

Aims

- 1.2 The aims of the HNA are to bring the evidence together and provide analysis and estimates of the following:
- the current stock of housing;
 - the dynamics of the district's housing market and its relationship with neighbouring authorities;
 - a review of the demographic and economic context;
 - the role of the private rented sector;
 - housing requirements of all tenures, including affordable housing and indicating appropriate tenure and dwelling type mixes at sub-area level;
 - affordability analysis including scenario testing for all tenures; and
 - the housing requirements of specific household groups.
- 1.3 Data is presented for the council area as a whole and broken down into eight defined sub-areas.

National Planning Policy Framework

- 1.4 The evidence base needs to take account of the requirements of the National Planning Policy Framework (NPPF). The latest version was published in February 2019 and supported by Planning Practice Guidance (PPG). The NPPF 2019 sets out the government's planning policies for England and how these are expected to be applied. Paragraph 10 of the NPPF states that plans, and decisions should apply a '*presumption in favour of sustainable development*'. As part of this, in relation to plan-making, it sets

out that this means that *‘strategic policies should, as a minimum, provide for objectively assessed needs for housing...’*.

- 1.5 Paragraph 59 provides an important context to the policy for housing delivery, as follows:

‘To support the Government’s objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay’

- 1.6 Paragraphs 60 and 62 relate to the evidence base requirements which underpin this study:

Paragraph 60: ‘To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. In addition to the local housing need Figure, any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for.’

Paragraph 61: ‘the size, type and tenure of housing need for different groups in the community, should be assessed and reflected in planning policies including but not limited to:

- *those who require affordable housing;*
- *families with children;*
- *older people;*
- *students;*
- *people with disabilities;*
- *service families;*
- *travellers;*
- *people who rent their homes; and*
- *people wishing to commission or build their own homes.’*

Paragraph 62: ‘where a need for affordable housing is identified, planning policies should specify the type of affordable housing required’..

- 1.7 The NPPF 2019 (Paragraph 65) requires that:

‘strategic policy-making authorities should establish a housing requirement Figure for their whole area, which shows the extent to which their identified housing need (and any needs that cannot be met within neighbouring areas) can be met over the plan period. Within this overall requirement, strategic policies should set out a housing requirement for designated neighbourhood areas which reflects the overall strategy for the pattern and scale of development and any relevant allocations.’

- 1.8 The Localism Act 2010 introduced the ‘Duty to Co-operate’ as a replacement for Regional Spatial Strategy and this requirement is also established in National Planning Policy (NPPF 2019, paragraphs 24-27). Section 110 requires local authorities and other bodies, including Local Enterprise Partnerships to co-operate in maximising the effectiveness of strategic matters within development plan documents. The provision of housing development is a strategic priority and the council will have to ensure that it is legally compliant with the Localism Act at local plan examination.
- 1.9 The NPPF 2019 sets out affordable housing definitions which are presented at Appendix A.

Local Policy Context

- 1.10 The council has a Community Plan² which sets out what it intends to achieve up to 2033 to improve residents’ quality of life and enable those who live, work and invest in the district to prosper and fulfil their potential. One of the plan’s objectives is to
- ‘Create more and better quality homes through our roles as landlord, developer and planning authority.’*
- 1.11 One of the ways this objective will be met is by maintaining an up to date evidence base of housing need.
- 1.12 The Newark and Sherwood Amended Core Strategy 2019³ was adopted in March 2019. It sets out the framework for future growth and development and contains a range of locally specific planning policies. It forms part of the Development Plan for the district and is used in decision making on new development and the use of land.
- 1.13 The first paragraph of the overall vision for Newark and Sherwood, contained in the Core Strategy is that the district will become:
- ‘An area providing a high quality of life, made up of thriving sustainable urban and rural communities where people want to and can, live and work. These sustainable, balanced communities will feature good quality housing with a mix of different sizes, types and tenures which will address local needs’.*
- 1.14 The Core Strategy contains 14 objectives. Objective 6 and 8 relate directly to housing:
- to manage the release of land for new housing, employment and other necessary development to meet the Objectively Assessed Need (OAN) of the district to 2033 integrated with the provision of new supporting infrastructure; and
 - to support the development of balanced communities by ensuring that new, well designed residential development helps to satisfy the housing needs of the district, providing a mix of types, sizes and tenures, including:
 - affordable and social housing;
 - local needs housing; and

²<https://www.newark-sherwooddc.gov.uk/media/newarkandsherwood/imagesandfiles/strategiesandpolicies/pdfs/20190308CommunityPlan2019to23.pdf>

³ <https://www.newark-sherwooddc.gov.uk/media/newarkandsherwood/imagesandfiles/planningpolicy/pdfs/corestrategy/ACS2019.pdf>

- special needs housing.
- 1.15 Core Policy 1 in the Core Strategy (2019) sets out that the council ‘*will seek to secure 30% of new housing development on qualifying sites as Affordable Housing, but in doing so will consider the nature of the housing need in the local housing market; the cost of developing the site; and the impact of this on the viability of any proposed scheme*’. It goes on to state that the tenure mix of Affordable Housing should reflect a mix of 60% social/affordable rented and 40% affordable home ownership products (intermediate tenure).
- 1.16 Newark and Sherwood ‘s previous adopted Core Strategy (2011) contained an overall housing requirement of 14,800 for the period 2006-2026, and an annual target of 740 dwellings. A Strategic Housing Market Assessment (SHMA) was undertaken in 2015 to establish a revised housing need figures for the Housing Market Area. The objectively assessed need (OAN) figure for Newark and Sherwood, produced by the SHMA, was 454 dwellings per annum. This equates to 9,080 dwellings for the period 2013 to 2033. This figure forms the requirements for the Amended Core Strategy (2019),-Spatial Policy 2.

Geography

- 1.17 Newark and Sherwood is a district of the county of Nottinghamshire, located in the East Midlands region of England. The district is made up of 3 principal urban areas, Newark, Ollerton and Boughton, and Southwell along with a number of principal villages and smaller parishes/settlements. The cities of Nottingham and Lincoln are within half an hour’s travel of Newark itself and Newark has two railway stations including an East Coast Main Line Railway station. The A1 national highway runs through the east of district.
- 1.18 Newark and Sherwood is positioned on the eastern edge of Nottinghamshire. To the east of the district lies neighbouring Lincolnshire districts; West Lindsey, North Kesteven and South Kesteven. To the south of the district is a small border with the Leicestershire district of Melton. The remaining Newark and Sherwood borders are with neighbouring Nottinghamshire districts, Bassetlaw to the north, Mansfield, Ashfield and Gedling to the west and Rushcliffe to the south.
- 1.19 The resident population of the district was estimated to be 121,556⁴ in 2018.
- 1.20 The diverse district includes eight sub-areas:
- Collingham;
 - Mansfield Fringe;
 - Newark;
 - Nottingham Fringe;
 - Rural South;
 - Sherwood;

⁴ ONS 2018 mid-year population estimate

- Southwell; and
 - Sutton on Trent.
- 1.21 These have formed the basis of outputs for the HNA (Map 1.1). Table 1.1 sets out the settlements located in each of the sub-areas.
- 1.22 The HNA also presents some data at Lower Super Output Area (LSOA) level to provide a fine-grained analysis of selected household and housing market data.

Research methodology

- 1.23 A multi-method approach has been adopted, which comprises:
- a household survey based upon a random sample of 13,266 households from which 2,143 responses were received (16.2% response rate);
 - an online survey of stakeholders which included 15 representatives from the council, parish and town councils, neighbouring councils, and estate and letting agents;
 - a review of relevant secondary data including the 2011 Census, house price trends, ONS sub-national population projections, 2014 MHCLG household projections, CORE lettings data and MHCLG statistics;
 - modelling of data; and
 - review of particular client groups relevant to NPPF Paragraph 61, including hard to reach and vulnerable groups.
- 1.24 Further information on the research methodology is presented at Appendix B.

Presentation of data

- 1.25 Data presented in this HNA is based on the 2020 household survey unless otherwise stated. Where possible, data are ‘triangulated’ which means several sources are drawn upon to establish a robust output.
- 1.26 It is important to note that survey responses are weighted to correct for response bias and then grossed up to reflect the total number of households and this process is explained in Appendix B. All survey information in this report is of weighted and grossed responses which are rounded up to the nearest whole number or 1 decimal place where appropriate.

Map 1.1 Newark and Sherwood District and its sub-areas

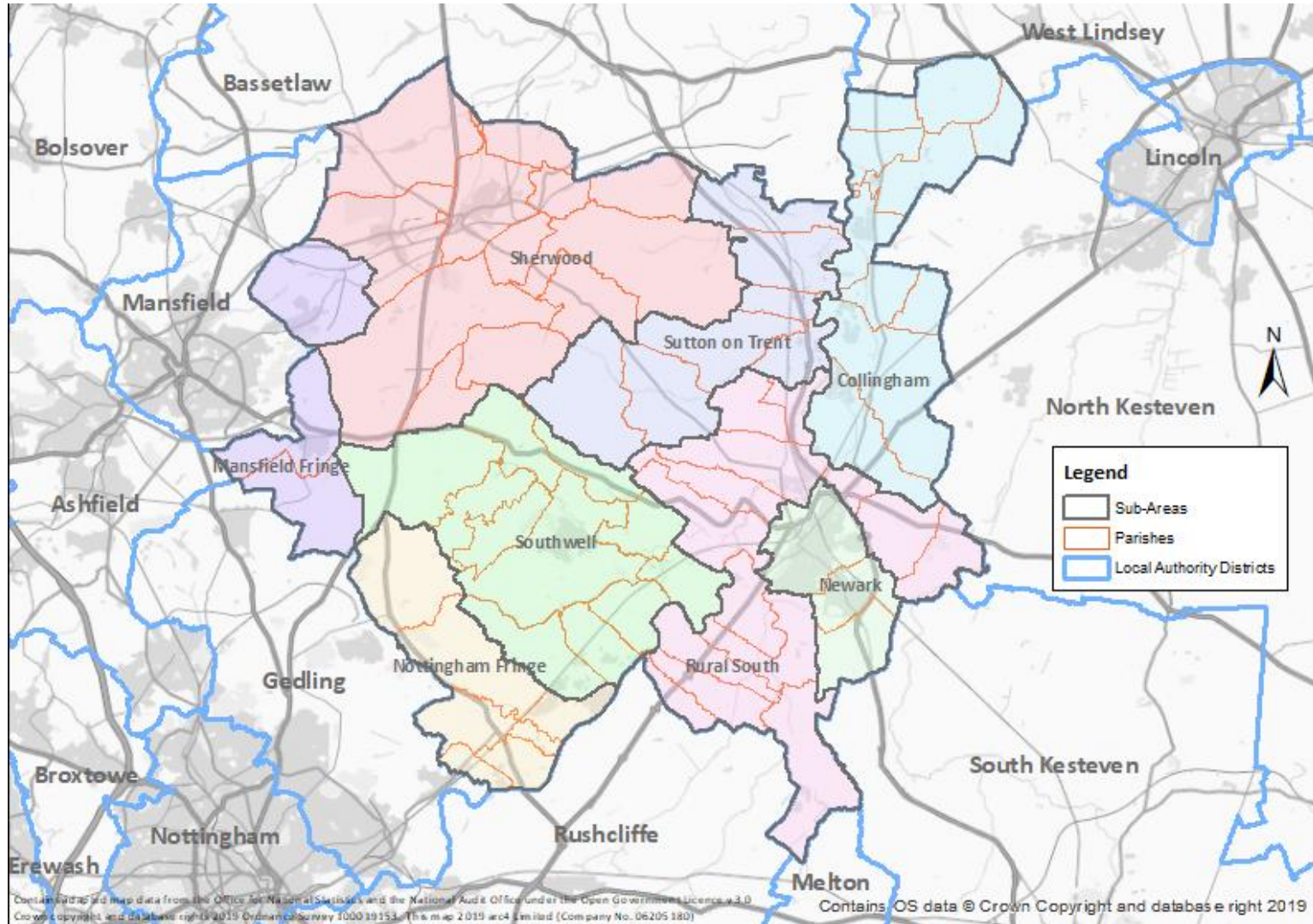


Table 1.1 Towns and villages located in each sub-area								
Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
Besthorpe	Blidworth	Balderton	Bulcote	Alverton	Bilsthorpe	Bleasby	Carlton On Trent	
Collingham	Clipstone	Fernwood	Caythorpe	Averham	Boughton	Edingley	Cauntton	
Girton	Kings Clipstone	Newark	Epperstone	Barnby in the Willows	Eakring	Farnsfield	Cromwell	
Harby	Rainworth		Gonalston	Bathley	Edwinstowe	Fiskerton	Grassthorpe	
Holme			Gunthorpe	Coddington	Egmanton	Halam	Maplebeck	
Langford			Hoveringham	Cotham	Kersall	Halloughton	Norwell	
Meering			Lowdham	East Stoke	Kirton	Hockerton	Ossington	
North Clifton			Oxton	Elston	Kneesall	Kirklington	Sutton On Trent	
South Clifton					Farndon	Laxton and Moorhouse	Rolleston	Weston
South Scarle					Hawton	Ollerton	Southwell	Winkburn
Spalford					Kelham	Ompton	Thurgarton	
Thorney					Kilvington	Perlethorpe	Upton	
Wigsley					Little Carlton And South Muskham	Rufford		
					North Muskham	Walesby		
					Staunton	Wellow		
					Staythorpe			
					Syerston			
					Thorpe			
				Winthorpe				

Housing target

- 1.27 The HNA takes account of the target delivery of 454 dwellings each year as currently set out in the Amended Core Strategy (2019)⁵ for 2013-2023.

Report structure

- 1.28 The Newark and Sherwood HNA 2020 report is structured as follows:
- **Chapter 2** considers the housing market key drivers focusing on dwelling stock, demographic drivers, household characteristics including income, economic drivers, migration and travel to work trends;
 - **Chapter 3** presents analysis of house prices, rents and affordability;
 - **Chapter 4** considers the needs of different groups as referenced in NPPF and includes analysis of the need for property adaptations;
 - **Chapter 5** focuses on overall housing need, affordable need and dwelling mix; and
 - **Chapter 6** concludes the report with a summary of findings and a consideration of strategic issues.
- 1.29 The report includes a technical appendix, which provides detailed material that underpins the core outputs of the HNA. The technical appendix material includes:
- Affordable housing definitions (Appendix A)
 - Research methodology (Appendix B);
 - Affordable housing need calculations (Appendix C);
 - Dwelling type and mix modelling (Appendix D); and
 - Stakeholder consultation responses (Appendix E).

⁵ <https://www.newark-sherwooddc.gov.uk/media/newarkandsherwood/imagesandfiles/planningpolicy/pdfs/corestrategy/ACS2019.pdf>

2. Housing market and key drivers

Introduction

- 2.1 This chapter provides a detailed background to dwelling stock and tenure and the underlying economic, demographic and household drivers across the District.

Dwelling stock, vacant stock and household estimates

- 2.2 Current estimates of dwelling stock, vacant stock and households from multiple sources are presented in Table 2.1. For the purposes of the 2020 HNA, the total dwelling stock base is assumed to be **57,392** and the number of households as **53,115**.
- 2.3 According to council tax statistics, there are an estimated 1,363 vacant dwellings (representing 2.4% of the total dwelling stock). This is the same as the national rate of 2.4%. The vacancy rate in the district is just below the 'transactional vacancy level' of 3%, which is the proportion of stock normally expected to be vacant to allow movement within the market. The council statistics also show that 804 (59%) dwellings have been vacant for less than 6 months, 349 (25.6%) between 6 months and 2 years and 210 (15.4%) more than 2 years.

Table 2.1 Current dwelling stock and household estimates		
Data	Dwellings	Source
2019 Valuation Office Agency (all dwellings)	54,440	VOA Table C.TSOP3.0
2019 Valuation Office Agency (excluding annex and unknown categories)	52,300	VOA Table C.TSOP3.0
2018 MHCLG Dwelling Stock Estimates	53,780	MHCLG Live Tables on Dwelling Stock Table 100
2020 Council Tax Address File	57,392	Newark and Sherwood
Data	Households	Source
2014-based DCLG Household Projections 2020 data	53,115	DCLG (now MHCLG)
2016-based ONS Household Projections 2020 data	53,211	ONS
2020 Council Tax Address File (occupied dwellings only)	54,508	Newark and Sherwood

- 2.4 Baseline dwelling and household statistics for each of the sub-areas is set out in Table 2.2.

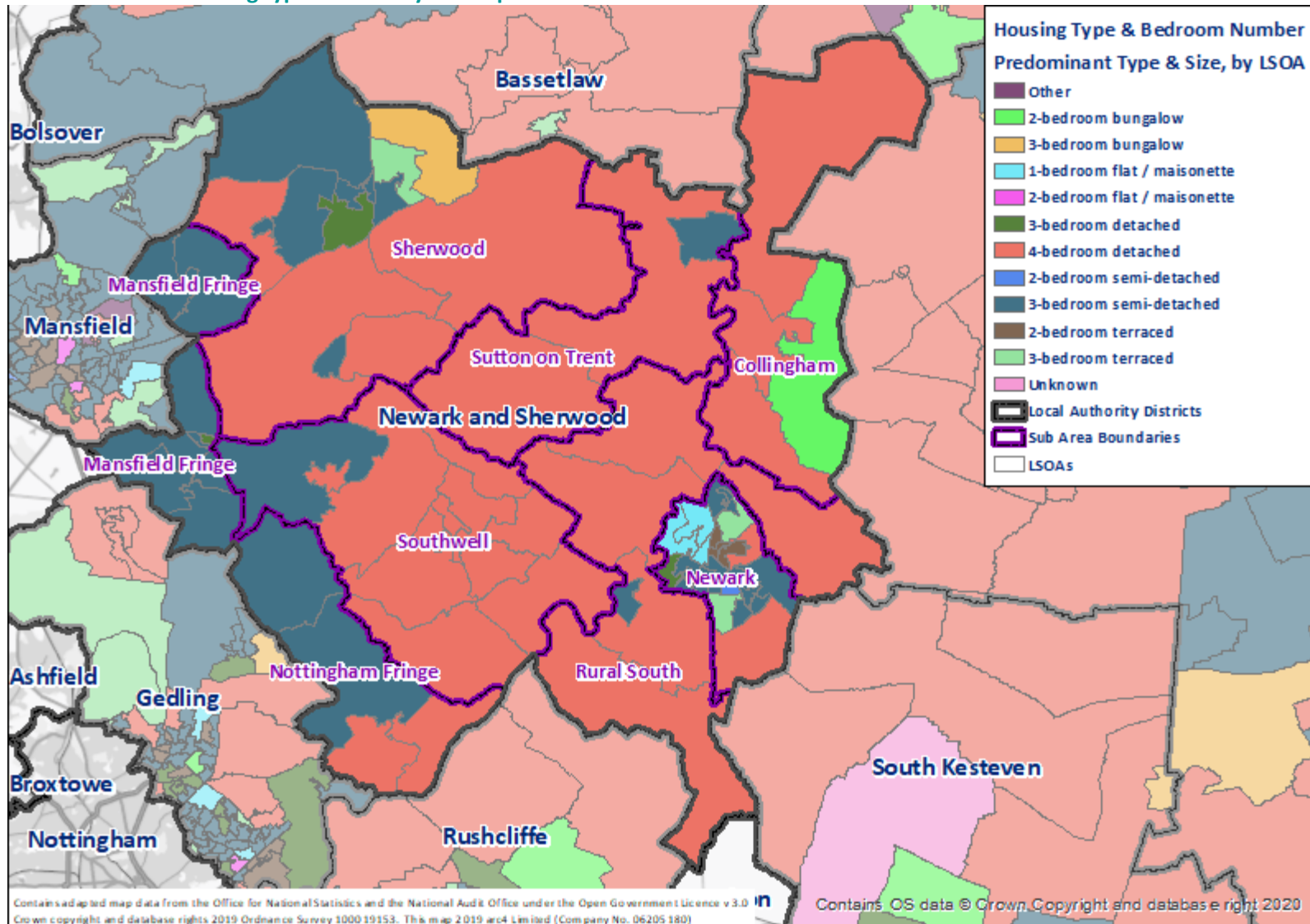
Sub-area	Dwellings	Households
Collingham	2,792	2,584
Mansfield Fringe	7,816	7,233
Newark	20,421	18,899
Nottingham Fringe	2,502	2,316
Rural South	4,082	3,778
Sherwood	11,298	10,456
Southwell	6,856	6,345
Sutton on Trent	1,625	1,504
Newark and Sherwood	57,392	53,115

Source: Households: 2020 household survey, Dwellings: 2020 Council Tax Address File

Dwelling size and type

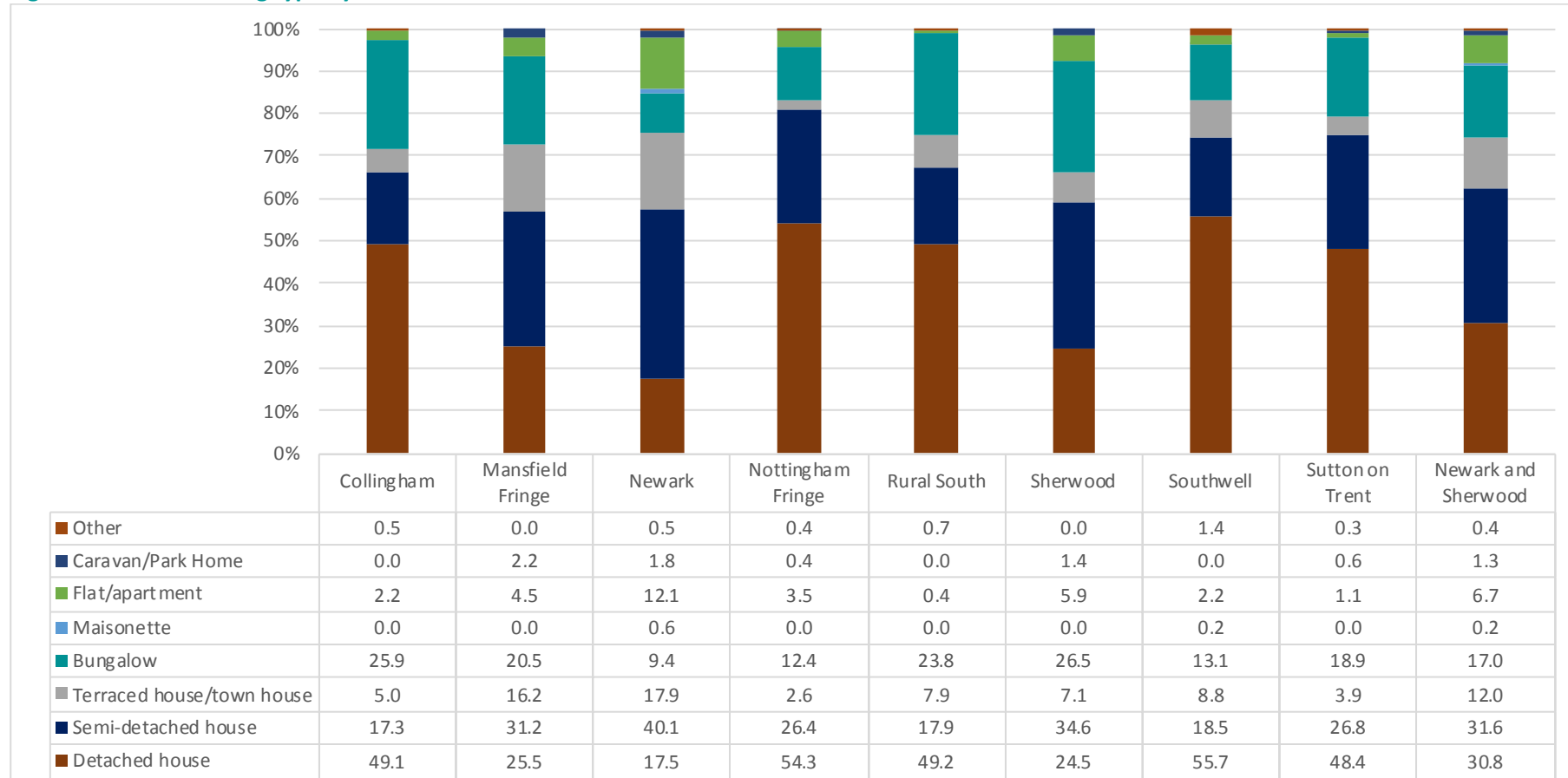
- 2.5 Map 2.1 illustrates the predominant dwelling type and size by ONS Lower Super Output Area (LSOA) based on 2019 Valuation Office Agency (VOA) data. It shows the predominance of 4-bedroom detached houses in the district and in neighbouring areas, particularly to the east.
- 2.6 Based on the 2020 household survey:
- the majority (74.4%) of occupied dwellings are houses, of which;
 - 30.8% are detached;
 - 31.6% are semi-detached;
 - 12% are terraced or town houses;
 - 17% are bungalows;
 - 6.9% are flats or apartments or maisonettes; and
 - 1.7% are other dwelling types including caravans and specialist housing.
- 2.7 Figure 2.1 shows occupied dwelling type information for the each of the sub-areas and the district as a whole. The Figure shows that several sub-areas have above or below-average concentrations of particular property. Of particular note:
- 54.3% of occupied dwelling stock in Nottingham Fringe is detached houses;
 - 31.2% of occupied dwelling stock in Mansfield Fringe is semi-detached houses;
 - 17.9% of occupied dwelling stock in Newark is terraced houses;
 - 12.1% of occupied dwelling stock in Newark is flats; and
 - 26.5% of occupied dwelling stock in Sherwood is bungalows.
- 2.8 Of all occupied dwellings, 6.9% have one bedroom, 23.6% two bedrooms, 45.8% three bedroom and 23.7% four or more bedrooms (Table 2.3).

Map 2.1 Predominant dwelling type and size by built-up areas within LSOAs: Newark and Sherwood



Source: 2019 VOA

Figure 2.1 Dwelling type by sub-area



Source: 2020 household survey

Sub-areas	1-bedroom	2-bedrooms	3-bedrooms	4-bedrooms	Total	Total count
Collingham	2.9	26.2	42.7	28.2	100.0	2,584
Mansfield Fringe	3.7	22.5	65.1	8.7	100.0	7,233
Newark	9.4	27.3	55.6	7.6	100.0	18,899
Nottingham Fringe	3.5	18.0	42.0	36.5	100.0	2,316
Rural South	6.3	27.1	41.3	25.3	100.0	3,778
Sherwood	4.2	20.2	62.2	13.3	100.0	10,456
Southwell	5.3	20.7	40.2	33.8	100.0	6,345
Sutton on Trent	3.0	20.9	42.3	33.8	100.0	1,504
Newark and Sherwood	5.8	23.8	51.0	19.4	100.0	53,115

Source: 2020 household survey

The age and condition of Newark and Sherwood's housing

- 2.9 The age profile of the dwelling stock in the district is summarised in Table 2.4. More than two out of five dwellings (40.7%) were built between 1945 and 1982. 30% of dwellings were built since 1982.

Age of Dwellings	Number	%
pre-1919	8,110	15.4
1919-44	7,320	13.9
1945-64	10,390	19.7
1965-82	11,090	21.0
1983-99	3,490	6.6
post 1999	12,340	23.4
Total	52,740	100.0
Unknown	1,680	
Newark and Sherwood	54,420	

Source: VOA 2019

- 2.10 Estimates relating to stock condition can be derived from the English Housing Survey which produces national data on stock condition. Applying national trends to the stock profile of Newark and Sherwood would suggest that around 18.0% of dwelling stock is non-decent, which is below the national average of 20.6% (Table 2.5). The number of dwellings likely to fail the minimum standard of decent homes criteria is estimated to be 10.3% which is below the national figure (11.9%).
- 2.11 A full definition of what constitutes a decent home is available from MHCLG⁶ but in summary a decent home meets the following four criteria:

⁶ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7812/138355.pdf

- a. it meets the current statutory minimum for housing under the housing health and safety rating system (HHSRS);
- b. it is in a reasonable state of repair;
- c. it has reasonably modern facilities and services; and
- d. it provides a reasonable degree of thermal comfort.

Newark and Sherwood			Fails decent homes criteria (estimate of number)				All dwellings	% dwellings
Dwelling age (EHS)	Dwelling age (VOA)	Non-decent	Minimum standard	Repair	Modern facilities and services	Thermal comfort	In group (number)	
pre-1919	pre-1919	3,254	2,327	908	313	968	8,110	15.4
1919-44	1919-44	1,761	959	553	126	556	7,320	13.9
1945-64	1945-64	1,729	827	378	203	594	10,390	19.7
1965-80	1965-82	1,938	972	203	211	840	11,090	21.0
1981-90	1983-1992	614	165	*	33	470	3,490	6.6
post 1990	Post 1992	181	181	*	*	*	12,340	23.4
Total		9,476	5,431	2,042	884	3,428	52,740	100
% of all stock		18.0	10.3	3.9	1.7	6.5		
National %		20.6	11.9	4.6	1.9	7.5		

Source: English Housing Survey 2013 data applied to 2019 Valuation Office Agency dwelling stock age
Note '*' indicates sample size too small for reliable estimate

House condition and repair problems

- 2.12 The 2020 household survey reviewed the extent to which households were satisfied with the state of repair of their accommodation. Overall:
- 81.3% of respondents expressed satisfaction (40.0% were very satisfied and 41.3% were satisfied);
 - 11.7% were neither satisfied nor dissatisfied; and
 - 6.5% expressed degrees of dissatisfaction, of whom 4.7% were dissatisfied and 1.8% were very dissatisfied.
- 2.13 Table 2.6 explores how the level of dissatisfaction with the quality of accommodation varies by tenure, type and age of property. Note that the data relates to perception across the private and affordable rented sectors and this may be more reflective of tenant expectations in landlord responses to repairs. Key findings are:
- around 14% of households in private rented (14.4%) and affordable (14.3%) housing are dissatisfied with their accommodation compared to 3.3% of owner occupiers;

- dissatisfaction was highest amongst households living in maisonettes (91.5%), followed by caravans/park homes (35.6%); and
- of those who know the age of their property, dissatisfaction is highest amongst households in properties built between 1965 and 1984 (7.3%). For households in homes built from 2005 onwards, 0.4% are dissatisfied.

Tenure	No. dissatisfied	% of tenure dissatisfied	Base (households)
Owner occupier	1,228	3.3	37,526
Private rented	1,095	14.4	7,630
Affordable	1,140	14.3	7,959
Total	3,463	6.5	53,115
Type	No. dissatisfied	% of type dissatisfied	Base (households)
Detached house	478	2.9	16,228
Semi-detached house	1,224	7.4	16,610
Terraced house / town house	548	8.7	6,332
Bungalow	386	4.3	8,926
Maisonette	119	91.5	130
Flat / apartment	408	11.7	3,502
Caravan / park home	239	35.6	672
Other	59	25.3	233
Missing cases	2	0.4	482
Total (all households)	3,463	6.5	53,115
Age	No. dissatisfied	% by age dissatisfied	Base (households)
Pre 1919	282	3.8	7,390
1919 to 1944	377	6.4	5,889
1945 to 1964	292	4.0	7,310
1965 to 1984	832	7.3	11,437
1985 to 2004	270	3.7	7,324
2005 onwards	28	0.4	6,484
Missing cases/don't know	1,382	19.0	7,281
Total (all households)	3,463	6.5	53,115

Source: 2020 household survey

2.14 Table 2.7 explores how the level of dissatisfaction with the quality of accommodation varies by the economic activity of the head of household. Households where the HRP is a carer or volunteer, or looking after the home or children, have the highest levels of dissatisfaction; 14.8% and 10.7% respectively.

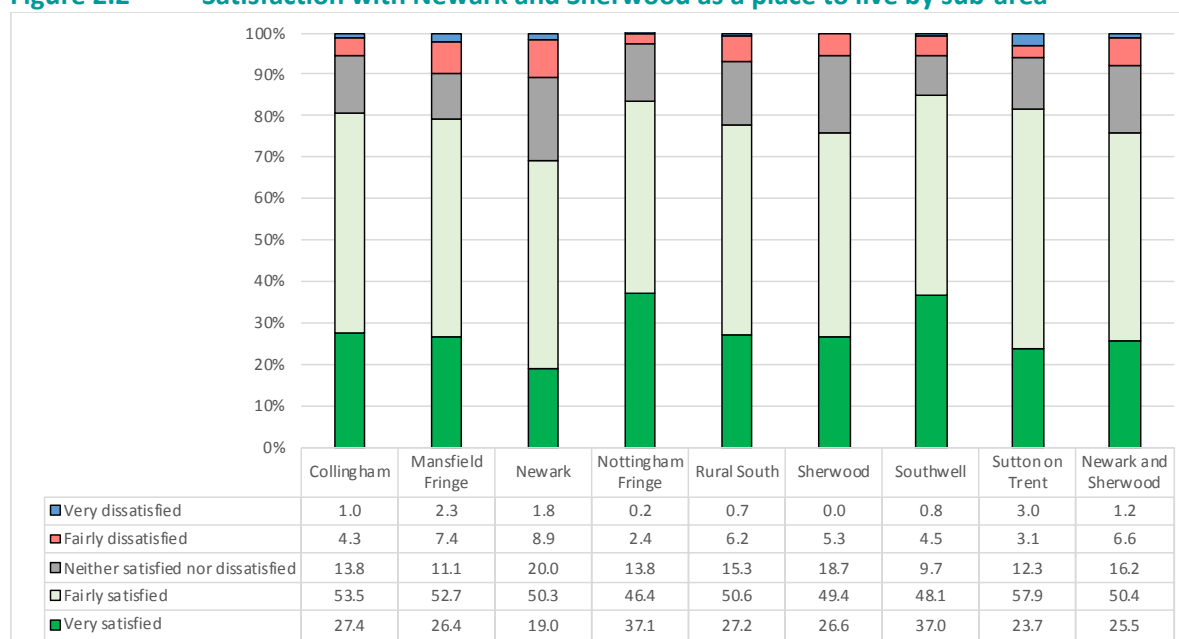
Economic activity	No. dissatisfied	% Dissatisfied	Base (households)
Employed	2,538	9.1	28,011
Unemployed	9	1.4	637
Retired	327	2.0	16,160
Student	-	-	345
Permanently sick/disabled	197	6.3	3,107
Looking after home/children	119	10.7	1,110
Carer or volunteer	156	14.8	1,052
Missing cases/don't know	117	4.3	2,693
Total	3,463	6.5	53,115

Source: 2020 household survey

2.15 The 2020 household survey asked residents to rate their satisfaction towards the district as a place to live, Figure 2.2.

2.16 In every sub-area, more than 60% of households are either 'satisfied' or 'very satisfied' with the district as a place to live. Households living in Newark and Mansfield Fringe have the highest levels of dissatisfaction with the district as a place to live; 10.7% and 9.7% are fairly or very dissatisfied respectively. This is in comparison to 7.8% for Newark and Sherwood as a whole. In Nottingham Fringe, only 2.6% of households reported feeling 'dissatisfied' or 'very dissatisfied' with the district as a place to live.

Figure 2.2 Satisfaction with Newark and Sherwood as a place to live by sub-area

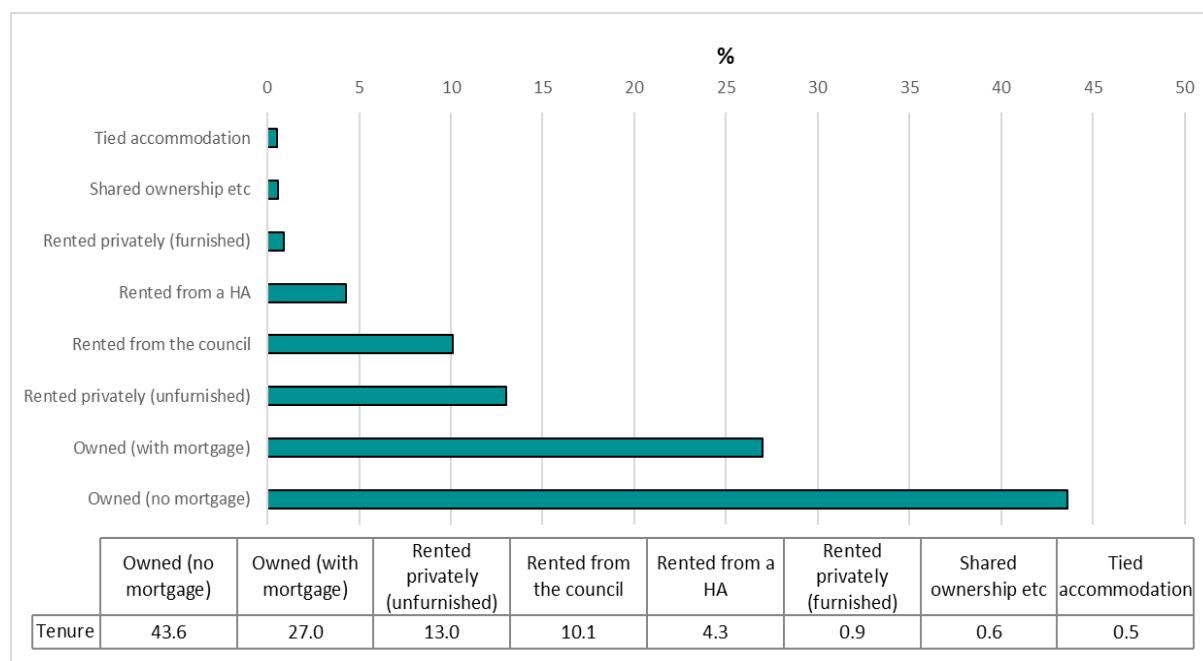


Source: 2020 household survey

Housing tenure

2.17 The tenure profile of the district is summarised in Figure 2.3 and based on 2011 Census data. Overall, around 70.6% of dwellings are owner-occupied, 14.4% are private rented and 15% are social rented/intermediate tenure. This is comparable to the tenure profile in the 2014 DCA study.

Figure 2.3 Newark and Sherwood: tenure profile of occupied dwellings



Source: 2020 household survey

2.18 Table 2.8 shows how the tenure profile of occupied dwellings varies by sub-area. Key findings are:

- Nottingham Fringe contains the highest proportion of owner-occupation in the district, 83.3%;
- Nottingham Fringe is the only sub-area with less than 10% of households in private rented dwellings (9.1%);
- Newark has the lowest proportion of owner-occupation and the highest proportion of households living in private rented housing (18.2%); and
- the proportions of households in affordable housing are the highest across three sub-areas, Sherwood (18.0%), Newark (17.9%) and Mansfield Fringe (17.4%).

Sub-area	Tenure (%)			Total	Base
	Owner occupied	Private rented	Affordable		
Collingham	80.7	10.5	8.8	100.0	2,584
Mansfield Fringe	69.7	12.9	17.4	100.0	7,233
Newark	63.8	18.2	17.9	100.0	18,899
Nottingham Fringe	83.3	9.1	7.6	100.0	2,316
Rural South	80.7	10.4	8.9	100.0	3,778
Sherwood	68.6	13.4	18.0	100.0	10,456
Southwell	79.2	12.2	8.6	100.0	6,345
Sutton on Trent	77.3	13.0	9.8	100.0	1,504
Newark and Sherwood	70.7	14.4	15.0	100.0	53,115

Source: 2020 household survey

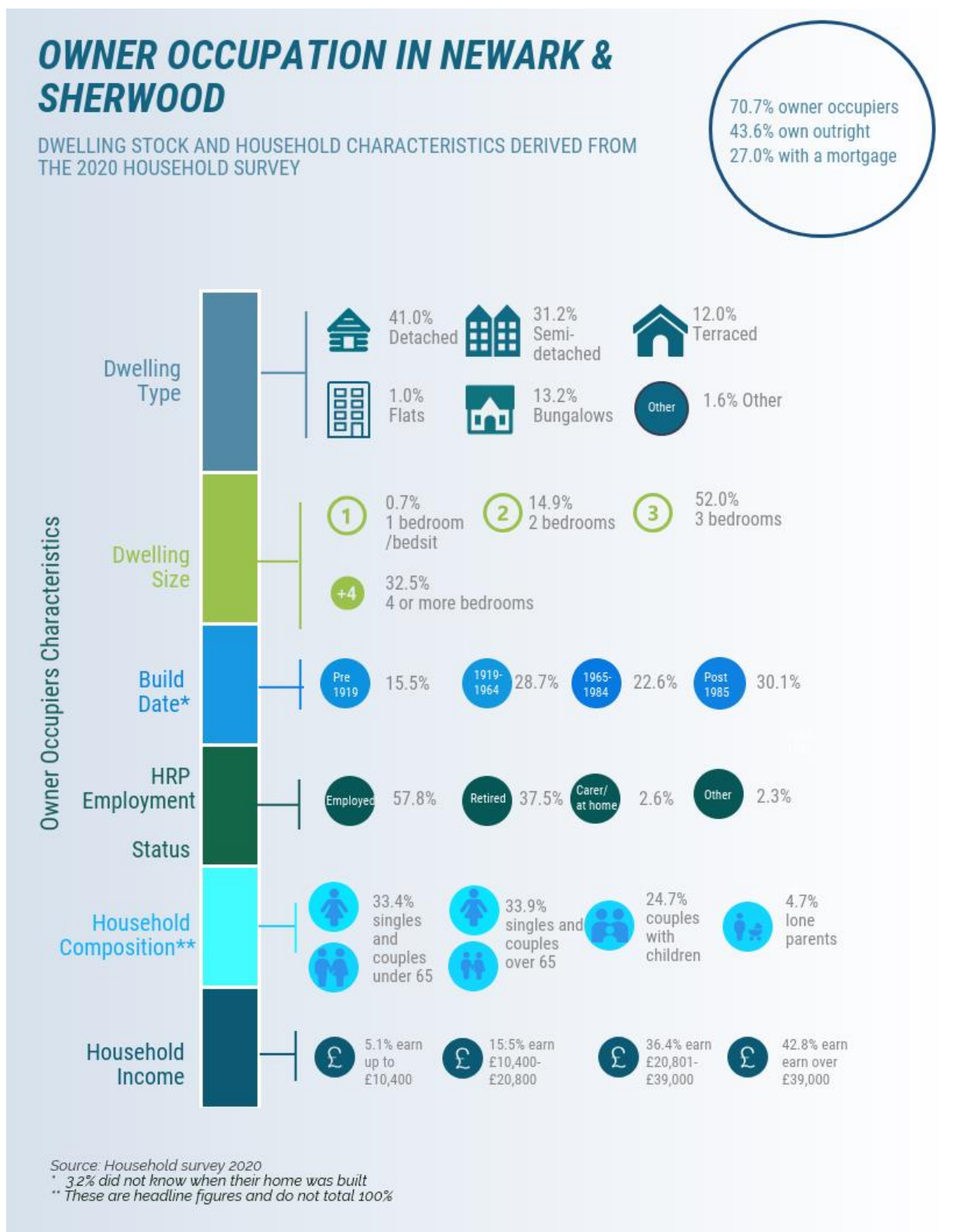
The owner-occupied sector

- 2.19 Figure 2.4 sets out the general characteristics of households living in the owner-occupied tenure across Newark and Sherwood.

Stakeholder views on the owner-occupied sector

- 2.20 A full analysis of the findings of the online stakeholder survey is set out in Appendix E. A short summary for the owner-occupied sector is provided here.
- 2.21 Stakeholders commented that the district is a desirable place for home ownership however there was a general sense that affordability was an issue for people wanting to get into the housing market. The availability of dwellings for upsizing and downsizing in rural locations was identified as a challenge.
- 2.22 Although not exclusively connected to the owner-occupied sector, it is of note that several negative comments were made on the subject of new developments with small sized dwellings, high density, insufficient parking and small gardens. Issues with problematic management company arrangements and service agreements were highlighted for current homeowners. Solutions suggested for future developments included not using management companies, the adoption of a build for life policies for housing standards and more awareness of sustainability and local infrastructure.
- 2.23 Agents had mixed views when asked whether the sales market is reaching its potential in terms of supply volumes and also whether the sales chain was working well in terms of conveyancing. The gaps they identified were freehold private dwellings, dwellings at lower end of the market in the villages and first homes in general. Echoing other responses in the survey, it was also mentioned that there is a surplus of larger/high priced properties and also a surplus of flats for sale.

Figure 2.4 Characteristics of owner-occupied households and dwellings



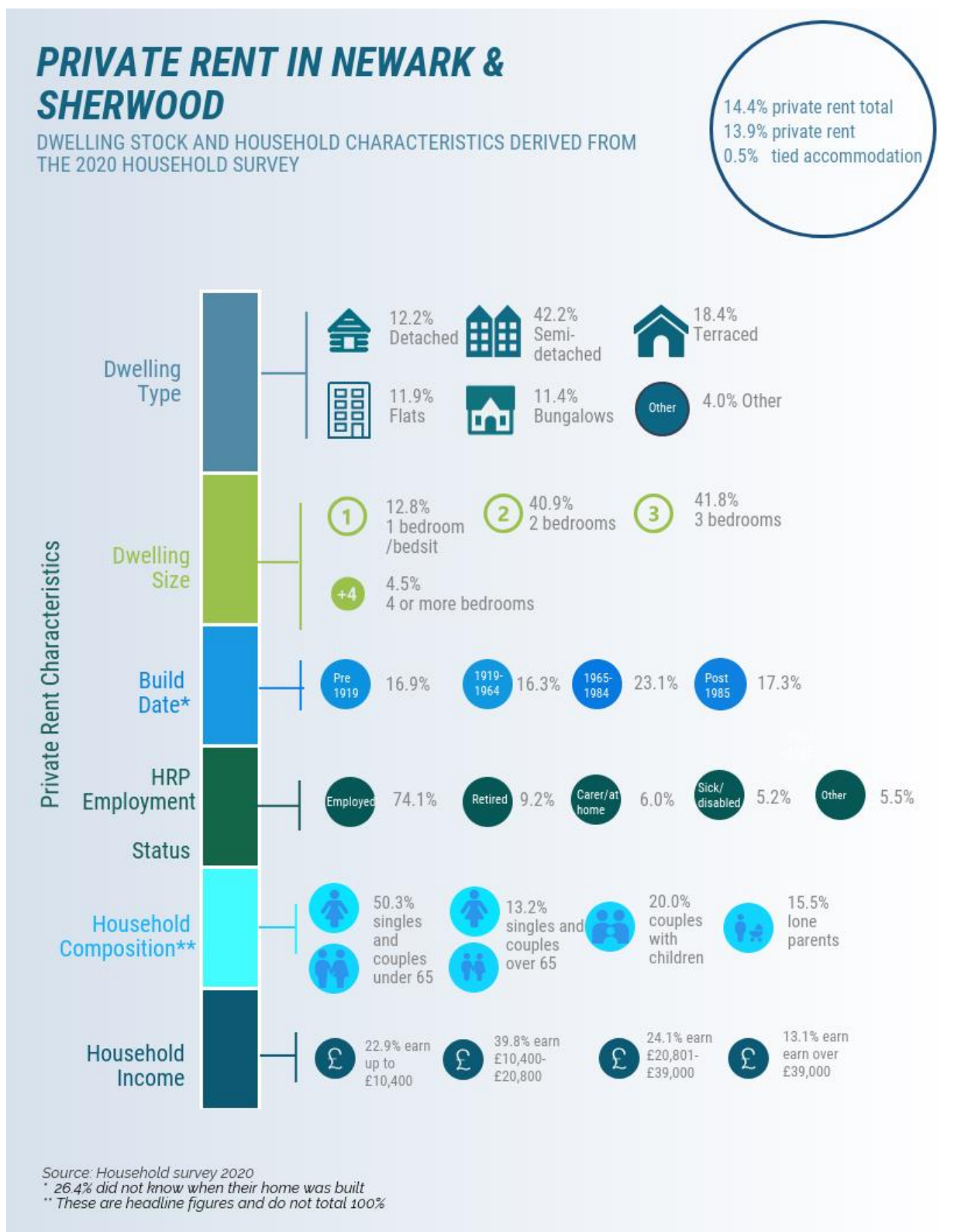
Stakeholder views on the owner-occupied sector

- 2.24 A full analysis of the findings of the online stakeholder survey is set out in Appendix E. A short summary for the owner-occupied sector is provided here.
- 2.25 Only one stakeholder responded to the questions relating to developers and housebuilders. They were asked what the main challenges were facing the delivery of new homes and they mentioned:
- insufficient incentives to bring forward difficult and smaller sites in urban areas; and
 - a lack of flexibility in the application of levies on development which can affect viability. A hierarchy of which contributions are most pertinent and duly prioritised (by locality) and a revision to traditional s106 was suggested.
- 2.26 In relation to the types of housing that are in most demand in Newark and Sherwood, the developer/housebuilder mentioned:
- executive housing in urban fringes;
 - supported/shared/bungalows for older people in areas most readily accessible to services and public transport; and
 - high-quality town centre living.

The private rented sector

- 2.27 The Government's Housing Strategy (November 2011), set out plans to boost housing supply. It recognised an increasingly important role for the private rented sector, both in meeting people's housing needs and in supporting economic growth by enabling people to move to take up jobs elsewhere and to respond to changing circumstances.
- 2.28 The private rented sector in England is growing; the census figures for 2011 estimated that the sector totalled 16.8% of the dwelling stock, an increase from 8.8% in 2001. Increasing house prices pre-2007 and the struggling sales market when the downturn came are both factors that have underpinned the growth of the rental market for both 'active choice' renters and 'frustrated would-be' homeowners. Tenure reform and less accessible social rented housing are also likely to be an increasing factor to the growth in the private rented sector and the sector clearly now plays a vital role in meeting affordable need as well as providing an alternative to homeownership.
- 2.29 Local authorities have an important enabling and regulatory role in ensuring that the private rented sector meets these requirements. Balancing good quality supply with demand will help to stabilise rents and encouraging good quality management will improve the reputation of the sector and encourage longer term lets and lower turnover. However, this is a challenging task where existing investors need to be encouraged to participate and new investors need to be identified.
- 2.30 Figure 2.5 sets out the general characteristics of private rented households and dwellings across the district based on the 2020 household survey.

Figure 2.5 Characteristics of private rented households and dwellings



Stakeholder views on the private rented sector

- 2.31 A full analysis of the findings of the online stakeholder survey is set out in Appendix E. A short summary of stakeholder perceptions of the private rented sector is provided here.
- 2.32 Stakeholders had generally negative comments on the private rented sector although letting agents believed that the market is buoyant and popular. One stakeholder considered that there are too many houses owned by private sector landlords with more enforcement and accreditation needed. Rogue landlords were identified as an issue by another respondent.
- 2.33 A gap was identified in smaller 2 or 3-bedroom family homes for rent especially for new families and there was a comment that more could be done to utilise the space above commercial properties to convert them into residential properties.
- 2.34 In terms of improvements to the market, there was a suggestion to zone specific areas to limit types of housing that are excessive i.e. private rental/HMO and to encourage specified types. Also, a change to how much landlords can charge for rent *'as over inflated rent prices mean landlords are making huge profits on tenants'*.
- 2.35 No local authority staff responded to the questions on the main challenges with the existing housing (private rented) stock.
- 2.36 Letting agents identified surplus of rooms following a recent large rise in the number of house shares across the town [the respondent did not specify which town] and an oversupply of flats to rent. In terms of gaps they identified a lack of good quality rentals that should be priced at under £600 per month.
- 2.37 Private landlords were asked, based on their experience, what type of dwellings are most in demand and in which areas. Their response was 2 or 3-bedrooms with parking. The dwellings which landlords struggle to let are 1 and 2-bedrooms flats in town, because of the lack of parking and the road works.
- 2.38 In relation to advantages and challenges of investing in, or letting properties, in the district, one stakeholder mentioned advantages such as the huge rental market, affluent consumers and local companies employing people. The challenges were considered to relate to sorting out the empty shops in the town centre.
- 2.39 In regard to Build to Rent, stakeholders believed that there may possibly be a market for this type of development. Comments included:
- *'potentially yes, but build costs and land prices make it a difficult equation to bring property to market at sensible rental levels yielding say 6% gross;*
 - *I think there is potential on a small scale for starting in the area;*
 - *yes, I think there is a market for it for good quality affordable accommodation; and*
 - *the market exists for decent council housing. There are lots of tenants struggling in private rent accommodation who need to be in council properties but can't get any. It leads them into arrears and evictions and then emergency housing'*.

Affordable housing

- 2.40 There are around 8,233 affordable dwellings across the district. The 2019 Statistical Data Return⁷ (SDR) reports a total of 2,767 affordable dwellings (2,479 affordable/social rented and 288 local cost home ownership tenure) which are owned by housing associations. The 2018/19 Local Authority Housing Statistics⁸ (LAHS) reports 5,466 council dwellings across the district.
- 2.41 Figure 2.6 sets out the general characteristics of affordable housing households and dwellings across the district based on the 2020 household survey.

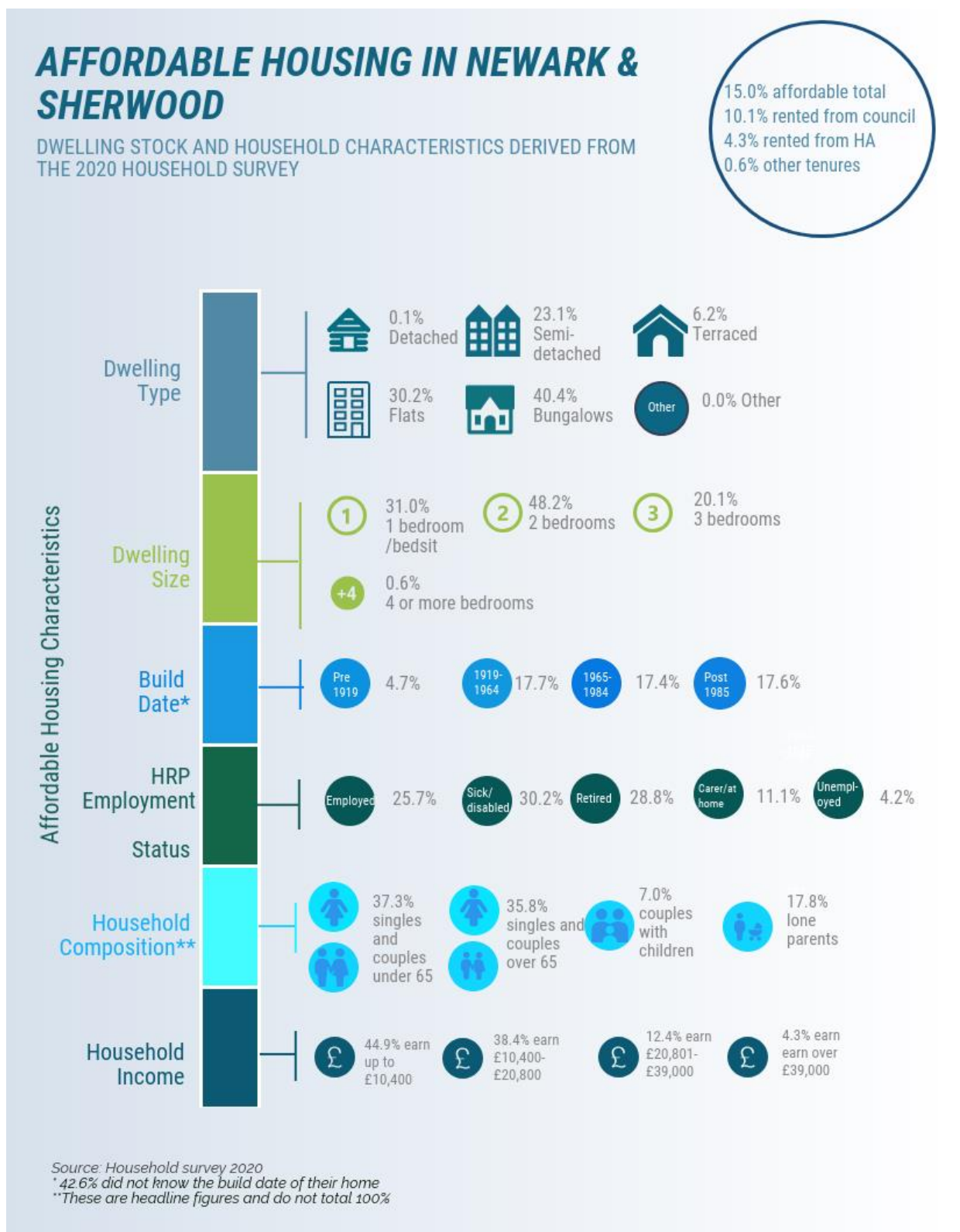
Stakeholder views on affordable housing

- 2.42 A full analysis of the findings of the online stakeholder survey is set out in Appendix E. A short summary for the affordable sector is provided here.
- 2.43 The main theme identified was that there is not enough supply to meet demand but an acknowledgement that supply is increasing. In terms of the location of affordable housing it was thought that more needs to be done to increase supply outside of the main conurbations. A further theme was around a need for more intermediate housing to be used for households to move on from social housing, as opposed to schemes which focus on 'starter homes'.
- 2.44 Only one stakeholder responded to the questions relating to registered providers. They were asked about their main concerns surrounding affordable housing provision. The stakeholders responded that *'the pressures of the Spare Room Subsidy have changed the character and population of premises with smaller units - decreasing the viability of targeted services for older people and those with disabilities AND discouraging older singles/couples from relocating from larger premises'*.
- 2.45 In relation to demand for intermediate housing products, one stakeholder believed that there is 'definitely' demand for these products. They stated that a model should be developed to actively encourage people to vacate premises as their income improves (with incentives and penalties in the system).

⁷ The Statistical Data Return is an annual online survey completed by all private registered providers of social housing in England. It is a National Statistics product and is published by the Regulator of Social Housing

⁸ <https://www.gov.uk/government/statistical-data-sets/local-authority-housing-statistics-data-returns-for-2018-to-2019>

Figure 2.6 Characteristics of affordable housing households and dwellings



Stakeholder views on market dynamics

- 2.46 All stakeholders were asked to give their opinion in regard to the strengths and weaknesses of the district's housing market. A full report is provided in Appendix E. Respondents gave a range of views on this, with the main strengths being that Newark and Sherwood has:
- a generally good housing mix and range of housing types;
 - sufficient new build supply and social/affordable housing increasing;
 - market towns with good facilities and sustainable surrounding village settlements;
 - diverse and reasonably strong local employment;
 - a large number of EU people coming to the area to take jobs at the large employers such as, KnowHow, Vodaphone, Bakkavor etc. This has a large role in creating a strong housing market;
 - a good road and rail infrastructure and is well connected via strategic transport routes, having direct access to the A1 and the East Coast Main Line. This makes the district an attractive location for a wide range of households; and
 - good working relationships with the council to help solve local issues.
- 2.47 The main weaknesses identified were:
- a lot of older properties (Georgian and Victorian era) which have issues around dampness;
 - a shortage of houses in the £200-600k range that meets the vision of the future;
 - too much reliance on national house builders who all build to a similar house type, a lack of innovative design. Too many schemes coming through that are cramming more houses into too small a space. Building for Life standards need to be adopted to protect Newark's housing developments. Insufficient parking is the biggest challenge where family homes still have space for only one car;
 - a general lack of incorporating energy efficiency measures other than those mandated by building regulations. Newark and Sherwood could champion this;
 - not enough affordable housing (particularly new build and council rental properties) and developers being allowed to reduce allocation of affordable housing. Current national policy restrictions on affordable housing creates challenges for the delivery of affordable homes, particularly in rural areas where sites tend to be smaller;
 - high demand affects affordability in some areas. Areas with rural character create challenges for the delivery of homes to meet local need, with older people seeking to downsize, young people looking to get onto the property ladder, and families needing more space;
 - not enough starter homes at a reasonable price however a stakeholder also commented that there are too many starter homes being built in rural areas. A lack of intermediate family homes which aren't being built for the next step up for families (shared ownership in particular);

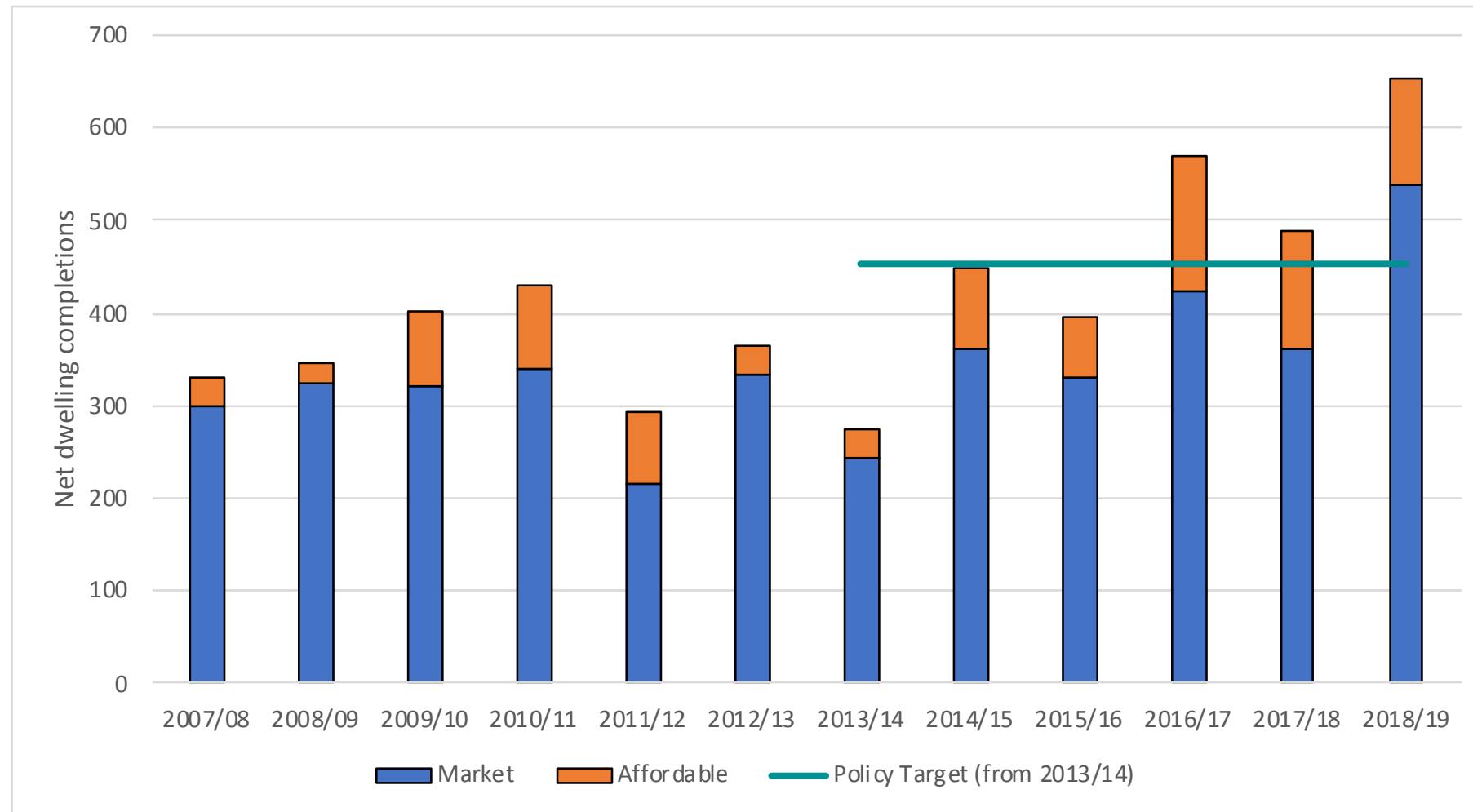
- a low-quality town centre offer (Newark); and an insufficient focus on town centre/periphery housing being targeted at older and less ambulant individuals;
- too many houses owned by (and being snapped up by) private sector landlords with more enforcement and accreditation needed. Rogue landlords in the area not trading legally making it harder for the genuine housing providers; and
- Ollerton and Boughton were specifically mentioned as growing areas with lots of dwellings being built however the infrastructure to support this rapid growth isn't there. The growth is also in the private housing sector which for local people is not an option.

Past trends in housing delivery

2.48 Over the 12 years, 2007/08 to 2018/19 there has been an overall average of 417 completions each year across the district (Table 2.9). Over the past five years, the annual average completion rate has increased to 512. This compares with a target of 454 set out in the 2019 Amended Core Strategy (covering the period from 2013). Over the past 5 years, 21.4% of net completions have been affordable dwellings. These data are summarised further in Figure 2.7.

Year	Market	Affordable	Total (net)	Target (from 2013/14)
2007/08	298	32	330	
2008/09	324	22	346	
2009/10	320	83	403	
2010/11	339	92	431	
2011/12	217	76	293	
2012/13	334	32	366	
2013/14	244	30	274	454
2014/15	358	89	447	454
2015/16	329	67	396	454
2016/17	424	147	571	454
2017/18	362	128	490	454
2018/19	538	116	654	454
Grand total (12 years)	4,087	914	5,001	
Annual average	341	76	417	
Grand total (past 5 years)	2011	547	2558	
Annual average (past 5 years)	402	109	512	

Figure 2.7 Net dwelling completions, compared with the policy target, 2007/08 to 2018/19



Sources:
 Completions: Newark and Sherwood AMRs
 Target: Newark and Sherwood Amended Core Strategy (2019)

Demographic drivers: population and households

- 2.49 The 2018-based ONS population projections report a 2019 population of 122,578 across the district which is expected to increase by 10,616 (8.7%) to 133,194 by 2033 (Table 2.10). There is a projected increase across all age groups. Older age groups are expected to increase the most, with a 30.5% increase in population aged 65 and over overall and a specific 66.1% increase in population aged 85 and over.

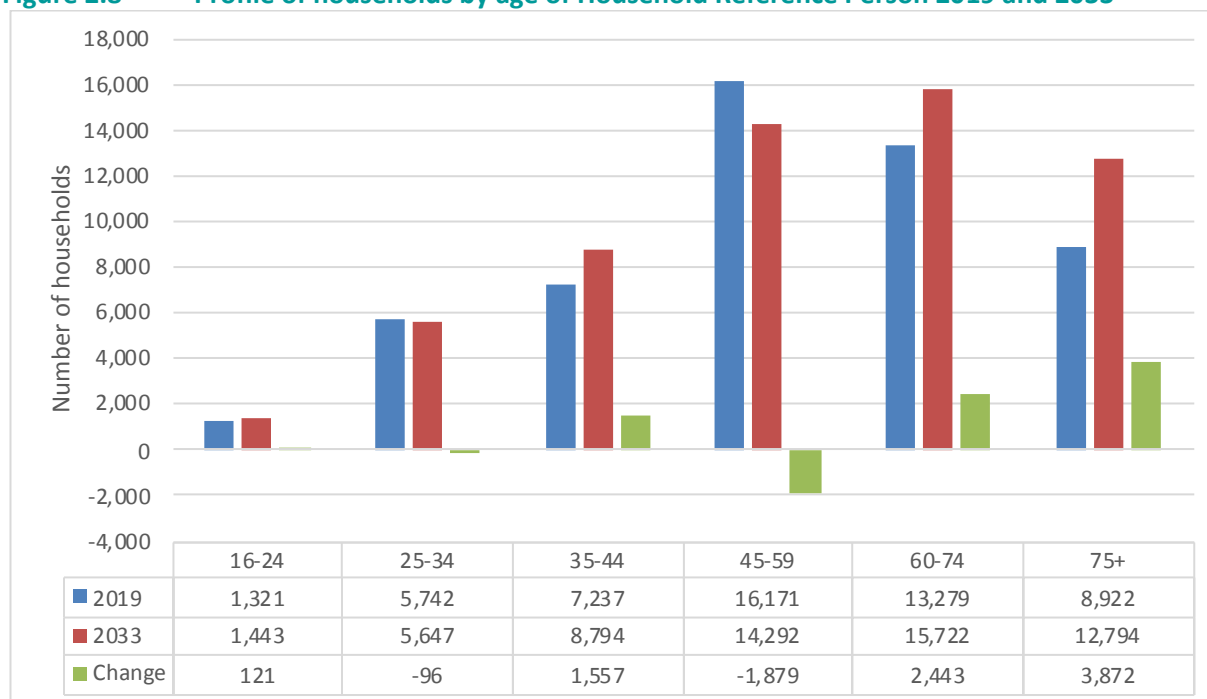
Age groups	2019	2033	Change	% change
0-19	27,023	27,801	778	2.9
20-39	27,064	28,335	1,271	4.7
40-54	24,536	24,750	215	0.9
55-64	16,962	16,986	24	0.1
65-74	14,854	18,092	3,238	21.8
75-84	8,872	11,803	2,931	33.0
85+	3,268	5,427	2,160	66.1
All Ages	122,578	133,194	10,616	8.7

Source: 2018-based ONS population projections

- 2.50 According to the 2018-based ONS household projections there are 52,673 households across the district and this is expected to increase by 6,018 (11.4%) to 58,682 by 2033.
- 2.51 Table 2.11 provides a detailed breakdown of household type by the age of household reference person (HRP). This indicates that over the period 2019 to 2033, the main increases will be in one person, households with two or more adults and households with a household reference person aged 60 and over. These changes are further illustrated in Figure 2.8.

Table 2.11 Household type and age of Household Reference Person 2019 to 2033									
Year and household type	Age of Household Reference Person								
2019	16-24	25-34	35-44	45-59	60-74	75+	TOTAL	%	
One Person	320	1,258	1,454	3,964	4,346	4,640	15,981	30.3	
Household with 1 dependent child	357	1,365	1,789	2,685	258	7	6,461	12.3	
Household with 2 dependent children	144	1,025	1,867	1,818	92	9	4,954	9.4	
Household with 3 or more dependent children	77	586	789	608	28	2	2,089	4.0	
Other households with two or more adults	423	1,510	1,338	7,096	8,555	4,265	23,187	44.0	
Total	1,321	5,742	7,237	16,171	13,279	8,922	52,673	100.0	
2033	16-24	25-34	35-44	45-59	60-74	75+	TOTAL	%	
One Person	346	1,256	1,825	3,586	5,125	6,603	18,741	31.9	
Household with 1 dependent child	401	1,347	2,192	2,447	313	8	6,708	11.4	
Household with 2 dependent children	156	972	2,212	1,660	114	12	5,125	8.7	
Household with 3 or more dependent children	87	576	956	552	35	2	2,208	3.8	
Other households with two or more adults	453	1,496	1,609	6,048	10,135	6,169	25,911	44.1	
Total	1,443	5,647	8,794	14,292	15,722	12,794	58,692	100.0	
Change 2019-2033	16-24	25-34	35-44	45-59	60-74	75+	TOTAL	%	
One Person	26	-2	372	-378	779	1,963	2,760	47.6	
Household with 1 dependent child	44	-18	403	-238	55	1	246	7.1	
Household with 2 dependent children	12	-53	345	-159	22	4	170	4.3	
Household with 3 or more dependent children	10	-10	167	-55	7	1	118	1.7	
Other households with two or more adults	30	-13	271	-1,049	1,580	1,903	2,723	39.3	
Total	121	-96	1,557	-1,879	2,443	3,872	6,018	100	

Source: 2018-based ONS household projections

Figure 2.8 Profile of households by age of Household Reference Person 2019 and 2033

Source: 2018-based ONS household projections

Household income

- 2.52 There are a range of income data sources available to inform this study which are now summarised. The 2020 household survey⁹ and CAMEO income data provide range, quartile and average data of gross household income by sub-area. ONS Annual Survey of Hours and Earnings data provides gross earnings of economically active residents and the ONS publishes average household income estimates at the MSOA level¹⁰.
- 2.53 Table 2.12 summarises gross income by sub-area from the 2020 household survey¹¹ and indicates a district-wide lower quartile household income of £16,900 and a median of £32,500. This is gross income from all sources for all households. Table 2.13 summarises gross income by sub-area using CAMEO UK data and indicates a district-wide lower quartile household income of £15,000 and a median of £25,000. This is gross income from all sources for all households.
- 2.54 The 2020 household survey¹² indicates a broader range of household incomes, particularly higher income groups, compared with the CAMEO UK data.
- 2.55 The ONS average household income data¹³ reports an average gross income of £43,577 and net income of £36,038 across the district. This data also shows net equivalised

⁹ Household survey achieved 2,093 responses, representing 2.6% of all households and a district level sample error of +/-2.1%

¹⁰ ONS income estimates for small areas 2017/2018

¹¹ Household survey achieved 2,093 responses, representing 2.6% of all households and a district level sample error of +/-2.1%

¹² Household survey achieved 2,093 responses, representing 2.6% of all households and a district level sample error of +/-2.1%

¹³ <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/datasets/smallareaincomeestimatesformiddlelayersuperoutputareasenglandandwales>

income before and after housing costs which takes account of household composition as well as income. Net equivalised annual income before housing costs is £32,392 and after housing costs it is £31,354.

- 2.56 The 2019 Annual Survey of Hours and Earnings resident-based data indicates lower quartile earnings are £19,875 and median earnings are £26,734 across the district.
- 2.57 For the purposes of data analysis, the CAMEO UK data have been used to consider the relative affordability of different tenure options. These data tend to show lower levels of household income which is a reasonable proxy for the cost of living.

Gross household income (annual)	Sub-area (%)								Newark and Sherwood Total
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
Under £10,400	9.0	9.4	20.1	3.6	6.8	12.2	7.3	4.1	12.9
£10,400 to under £20,800	19.2	27.0	23.4	15.6	19.1	26.0	13.9	20.5	22.3
£20,800 to under £26,000	9.2	17.2	10.3	8.4	16.7	14.2	10.4	10.7	12.4
£26,000 to under £39,000	23.6	15.7	18.9	23.0	21.5	16.6	22.2	21.5	19.1
£39,000 to under £49,400	8.1	11.0	10.1	15.5	8.1	6.3	13.2	13.4	9.9
£49,400 to under £59,800	9.9	11.1	6.6	5.9	8.1	10.5	7.5	6.9	8.3
£59,800 or more	20.9	8.6	10.6	28.0	19.8	14.3	25.4	22.9	15.1
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Gross household income (annual)	Sub-area (£)								Newark and Sherwood Total
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
Lower quartile	£19,500	£16,900	£11,700	£24,700	£19,500	£16,900	£22,100	£22,100	£16,900
Median	£32,500	£24,700	£24,700	£32,500	£32,500	£24,700	£32,500	£32,500	£32,500
Average	£39,066	£31,951	£30,606	£45,996	£39,329	£34,779	£44,115	£41,981	£35,241

Note: Survey asked to indicate the total Gross Income of the highest income earner (and partner if applicable)

This is income from all sources before tax and National Insurance

Source: 2020 household survey¹⁴

¹⁴ Household survey achieved 2,093 responses, representing 2.6% of all households and a district level sample error of +/-2.1%

Gross household income (annual)	Sub-area (%)								Newark and Sherwood Total
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
Less Than £10,000	2.7	2.4	5.5	1.1	3.0	3.7	0.7	0.8	3.3
£10,000 to under £20,000	7.0	47.7	34.9	1.7	9.3	31.6	3.8	3.2	23.9
£20,000 to under £30,000	16.7	27.5	30.5	7.9	17.4	35.7	10.3	21.4	24.5
£30,000 to under £40,000	27.4	14.1	18.8	10.2	28.9	15.5	17.7	25.4	18.7
£40,000 to under £50,000	25.3	5.5	7.2	24.3	26.7	7.5	26.0	24.6	14.4
£50,000 to under £75,000	20.4	2.4	3.1	41.8	12.6	4.1	33.7	23.8	12.7
£75,000 to under £100,000	0.5	0.3	0.0	10.7	1.9	1.6	6.9	0.8	2.2
£100,000 or more	0.0	0.0	0.0	2.3	0.4	0.4	1.0	0.0	0.4
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Gross household income (annual)	Sub-area (£)								Newark and Sherwood Total
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
LQ (midpoint)	£25,000	£15,000	£15,000	£45,000	£25,000	£15,000	£35,000	£25,000	£15,000
Median (midpoint)	£35,000	£15,000	£25,000	£62,500	£35,000	£25,000	£45,000	£35,000	£25,000

Source: CAMEO UK (note data are banded and midpoints are shown. In some cases LQ and Median incomes are in the same band)

Household migration and travel to work

- 2.58 The previous HNA conducted by consultants DCA in 2014, found that of those who had moved home in the previous three years, less than half (45.7%) had previously lived in the district. The 2020 household survey found that 56.9% of those who had moved in the previous five years had previously lived in the district. The survey also revealed that 80% of households that planned to move home in the next 5-years planned to remain resident in the district.
- 2.59 The 2011 Census identified 43,713 economically active residents in Newark and Sherwood. 52.4% lived and worked in Newark and Sherwood (including working from home) and 41.8% worked elsewhere in the East Midlands, the remainder 5.8% worked elsewhere in the UK. The district has strong economic linkages with Nottingham with over 3,400 residents commuting to work there and Mansfield District where over 3,000 Newark and Sherwood residents commute. When flows of workers living outside Newark and Sherwood but working within it are taken into account, there is a net loss of 2,324 workers to the City of Nottingham, the second largest net loss is to Ashfield District with a loss of 728 workers.
- 2.60 Mansfield District provides the largest number of workers to Newark and Sherwood (3,596) and Mansfield along with Lincoln and North Kesteven make up the three largest net-inflow districts; each with between 400 and 500 more workers commuting into Newark and Sherwood than those commuting out.
- 2.61 In terms of defining market areas, the ONS provides a definition of Travel to Work (TTW) areas as follows:
- 'The current criterion for defining TTWs is that generally at least 75% of an area's resident workforce in the area and at least 75% of the people who work in the area also live in the area...however, for areas with a working population in excess of 25,000, self-containment rates as low as 66.7% are accepted'*¹⁵
- 2.62 This would suggest that the district is not considered to be a self-contained travel to work area and the district experiences notable economic interaction with the wider East Midlands region.

Summary

- 2.63 Across Newark and Sherwood there are an estimated 57,392 dwellings and 53,115 households and 2.4% of dwellings are vacant.
- 2.64 In terms of occupied dwelling stock:
- 70.6% of occupied dwellings are owner occupied, 14.4% are private rented and 15.0% are affordable (including social/affordable renting and shared ownership).
 - 74.4% of dwellings are houses (30.8% are detached, 31.6% semi-detached and 12% terraced), 17% are bungalows and 6.9% are flats/apartments.

¹⁵<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/employmentandemployeetypes/articles/commutingtoworkchangestotraveltoworkareas/2001to2011>

- Most dwellings have 2 or 3 bedrooms, with 6.9% having 1 bedroom, 23.6% 2 bedrooms, 45.8% 3 bedrooms and 23.7% 4 or more bedrooms.
 - 29.4% of dwellings were built before 1945, 40.7% between 1945 and 1982 and 29.9% since 1982. An estimated 18% of all dwelling stock is non-decent.
- 2.65 Over the past 12 years an annual average of 417 dwellings have been built across the district and in the past five years the average has increased to 512 compared with a target of 454 set in the 2019 Amended Core Strategy.
- 2.66 Based on migration and travel to work data, the district cannot be described as a highly self-contained housing market area. There are strong economic interactions with Nottinghamshire and the wider East Midlands region.
- 2.67 The population in 2019 was 122,578 and this is due to increase by 10,616 to 133,194 by 2033, with the largest increases across older age groups (21.8% increase in people aged 65-74 and 41.9% 75 and over). Latest 2018-based ONS projections suggest an increase of around 6,018 households by 2033, with largest increases in one person and other households with two or more adults, and households with a household reference person aged 60 and over.
- 2.68 The 2019 Annual Survey of Hours and Earnings resident-based data indicates lower quartile earnings are £19,875 and median earnings are £26,734 across the district. The 2020 household survey reports an overall lower quartile household income of £16,900 and median as £32,500. CAMEO UK income data reports a lower quartile income of £15,000 and median of £25,000.

3. Prices, rents and affordability

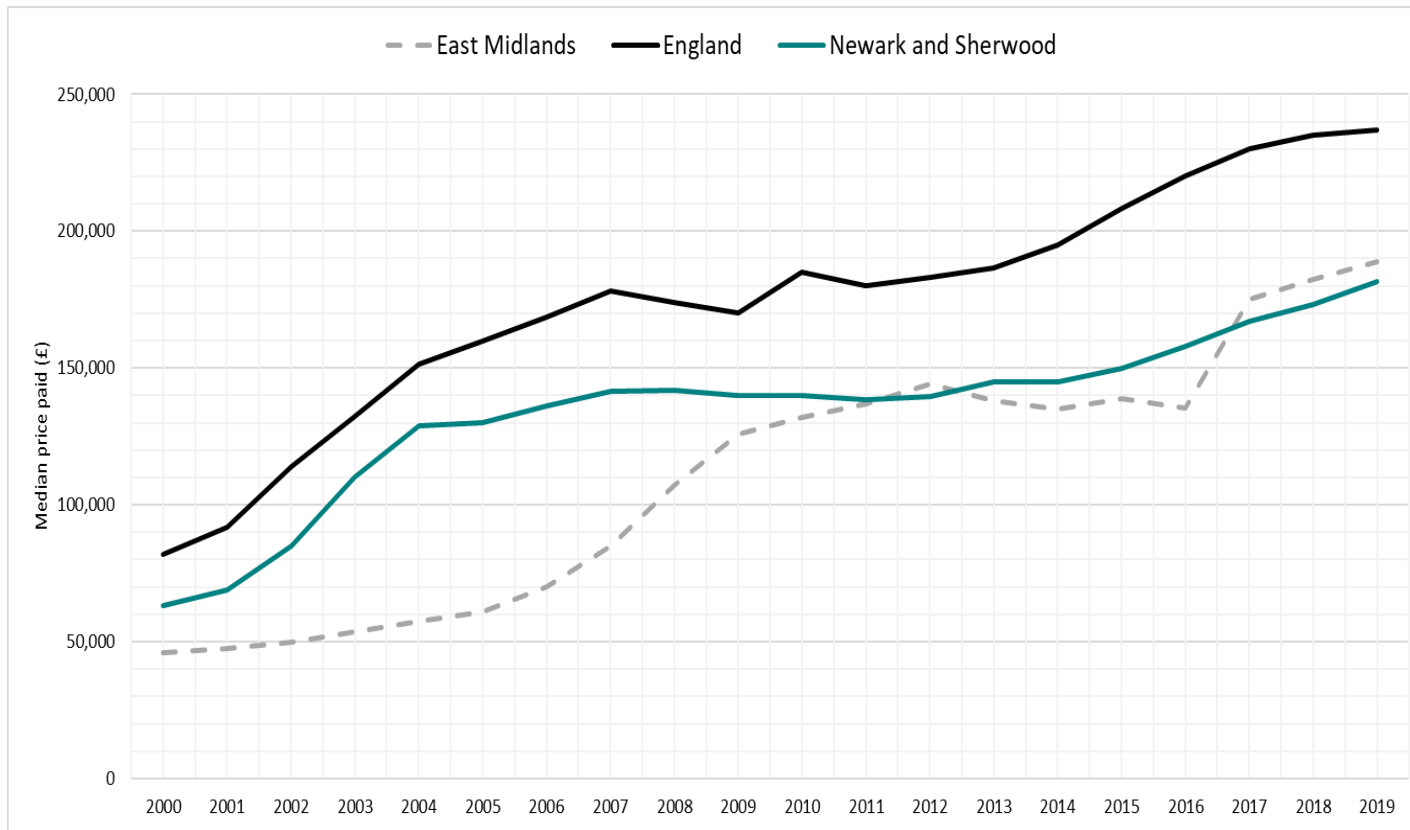
Introduction

- 3.1 This chapter sets out the cost of buying and renting properties across the district. The affordability of tenure options is then considered with reference to local incomes along with the incomes of key workers and households on minimum/living wages.

House price trends

- 3.2 Figure 3.1 shows how house prices in the district have changed over the years 2000 to 2019, based on full-year Land Registry price paid data. This is compared with the East Midlands and England.
- 3.3 Tables 3.1 and 3.2 show how price change in Newark and Sherwood compares with its neighbouring areas, the region and England. The table is ranked in order of the largest to smallest percentage increases over the time period. Overall, median prices have increased from £63,000 in 2000 to £181,750 in 2019, an increase of 188.5%. Newark and Sherwood has the fourth lowest percentage increase amongst the comparison areas and is similar to the increase across England of 189.0%. The East Midlands has notably experienced the largest increase over this period and with an increase of 311.3% which is 81.9 percentage points higher than Mansfield District which saw the second largest increase in prices.

Figure 3.1 Median house price trends 2000 to 2019: Newark and Sherwood, the East Midlands and England



Key messages
 Median house prices in Newark and Sherwood have been consistently below English prices since 2000 and the gap has widened over time. In 2019 local median prices were 30% below English prices. The gap was narrowest in 2004 at 17.4%.

 Median prices were higher than the region between 2000 and 2011, when prices converged. For the last three years, local house prices have been below those of the region. The only other time this occurred since the year 2000 was in 2012.

Source: MHCLG (to 2010) and Land Registry Price Paid © Crown copyright 2019 (2011 onwards)

2000 to 2007
 Over the period 2000-2007, median house prices more than doubled rising from £63,000 in 2000 to £141,500 in 2007.

2008 to 2012
 The next five years saw price stagnation, with prices between £142,000 and £138,500. This is in contrast to a regional increase over the same period.

2013 to 2019
 There has been growth each year since 2014, from £145,000 to £181,750.

- 3.4 Table 3.2 examines lower quartile (LQ) prices. Overall, LQ prices more than tripled from £41,000 in 2000 to £127,500 in 2019 (a 211.0% increase). The district is ranked higher than for median prices; fifth largest percentage increase out of the 12. Again, the East Midlands experienced the highest increase by some margin and Mansfield is ranked second. The LQ increase is higher than that experienced by England as a whole (+181.5).

Location	Median price (£)		% Change 2000-2019
	2000	2019	
East Midlands	45,950	188,995	311.3
Mansfield	44,000	144,950	229.4
North Kesteven	65,000	199,995	207.7
Gedling	60,000	183,995	206.7
Melton	72,500	220,000	203.4
West Lindsey	58,000	174,000	200.0
South Kesteven	71,000	210,000	195.8
England	82,000	237,000	189.0
Newark and Sherwood	63,000	181,750	188.5
Ashfield	49,978	140,000	180.1
Rushcliffe	99,950	277,498	177.6
Bassetlaw	55,000	150,000	172.7

Location	LQ price (£)		% Change 2000-2019
	2000	2019	
East Midlands	35,000	138,000	294.3
Mansfield	30,000	100,000	233.3
North Kesteven	49,950	159,950	220.2
South Kesteven	50,000	158,000	216.0
Newark and Sherwood	41,000	127,500	211.0
Melton	54,950	169,000	207.6
West Lindsey	39,950	120,000	200.4
Bassetlaw	36,950	110,000	197.7
Gedling	46,984	138,000	193.7
Ashfield	36,000	104,000	188.9
England	54,000	152,000	181.5
Rushcliffe	74,000	205,000	177.0

Source: Data produced by Land Registry © Crown copyright 2019

- 3.5 Table 3.3 examines the changes in house prices over the past 20 years and what this means in terms of income to service a mortgage. In the year 2000, a household income of £10,543 was required to service a 90% loan based upon the lower quartile price. By 2019 this had increased to £32,786. In comparison, a household income of £16,200 was

required for a median priced dwelling to be affordable in the year 2000 compared with £46,736 in 2019.

	House price (£)		Income* required (£)	
	2000	2019	2000	2019
Lower quartile	41,000	127,500	10,543	32,786
Median	63,000	181,750	16,200	46,736

*Assuming a 3.5x income multiple and a 10% deposit

- 3.6 Table 3.4 sets out the change in house prices by sub-area over the period 2007 to 2019¹⁶. Median prices increased by 51.2% overall. All eight sub-areas experienced an increase ranging between 15.5% (Sutton on Trent) and 55.3% (Nottingham Fringe). Table 3.4 also sets out LQ data for the same period, with an overall increase of 19.3%. Again, all eight sub-areas saw an increase in LQ prices over this period with Nottingham Fringe experiencing an increase of over 43% and Sherwood experiencing the smallest increase (17.0%). Both sub-areas which experienced the highest percentage increases also report the highest LQ (Nottingham Fringe, £273,000) and median (Southwell (£348,000)) sale prices.

Sub-areas	LQ house price (£)			Median house price (£)		
	2007	2019	% change	2007	2019	% change
Collingham	149,995	208,498	39.0	220,000	279,437	27.0
Mansfield Fringe	90,000	118,748	31.9	110,000	167,333	52.1
Newark	105,000	124,000	18.1	124,000	175,601	41.6
Nottingham Fringe	189,950	273,000	43.7	248,750	386,193	55.3
Rural South	148,375	185,000	24.7	199,975	262,120	31.1
Sherwood	94,000	110,000	17.0	122,950	171,864	39.8
Southwell	186,250	240,000	28.9	250,000	348,226	39.3
Sutton on Trent	142,500	197,000	38.2	230,950	266,852	15.5
Newark and Sherwood	106,850	127,500	19.3	140,000	211,644	51.2

Source: Data produced by Land Registry © Crown copyright 2019

- 3.7 Map 3.1 provides an illustration of median prices using Lower Super Output Areas (LSOAs). The map shows two notable areas of the lowest priced dwellings. The first area is in the north-west of the district in Mansfield Fringe and the second area is in the

¹⁶ Note Land Registry small area analysis is only possible from 2007

south-east, in Newark. In the centre of the district, higher prices dominate, particularly in Southwell. Here around half of LSOAs report a median sale price of above £335,000.

- 3.8 Map 3.2 explores real house price change over a 13-year period 2007 to 2019, in the district. Put simply it adjusts house prices removing inflation rates. It uses the Treasury Gross Domestic Product (GDP) deflator. The map indicates mixed values across the district. Most areas which have experienced a real decline in prices of between 8% and 23% are located in the eastern half of the district, however, there is also an area in the north-west in Mansfield Fringe and Sherwood. Newark is the only sub-area with a 'hot spot' where prices have increased by over +57% in real terms.

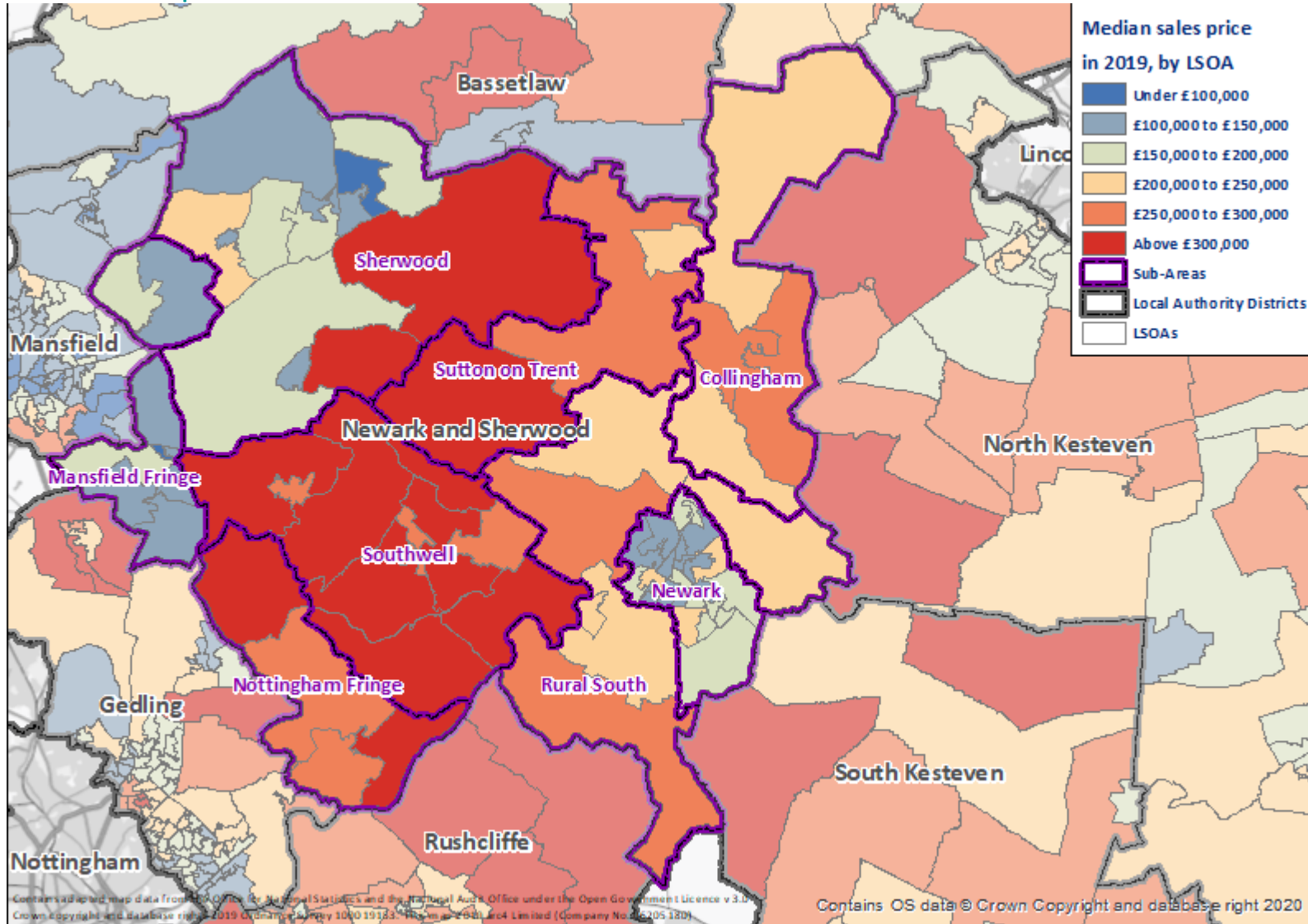
Relative affordability

- 3.9 The ONS produces national data on the ratio of earnings to house prices. Two sets of data are available: workplace-based and resident-based. For each, lower quartile and median ratios are produced. The data are based on Land Registry Price Paid data and ONS Annual Survey of Hours and Earnings data.
- 3.10 Table 3.5 sets out the 2019 lower quartile and median affordability ratios for Newark and Sherwood and compares these with neighbouring authorities, the East Midlands and England. Using workplace-based median ratios to illustrate the data, Newark and Sherwood is the fourth most expensive of the comparator districts behind Rushcliffe, Melton and South Kesteven. Ratios are higher than England and the East Midlands.

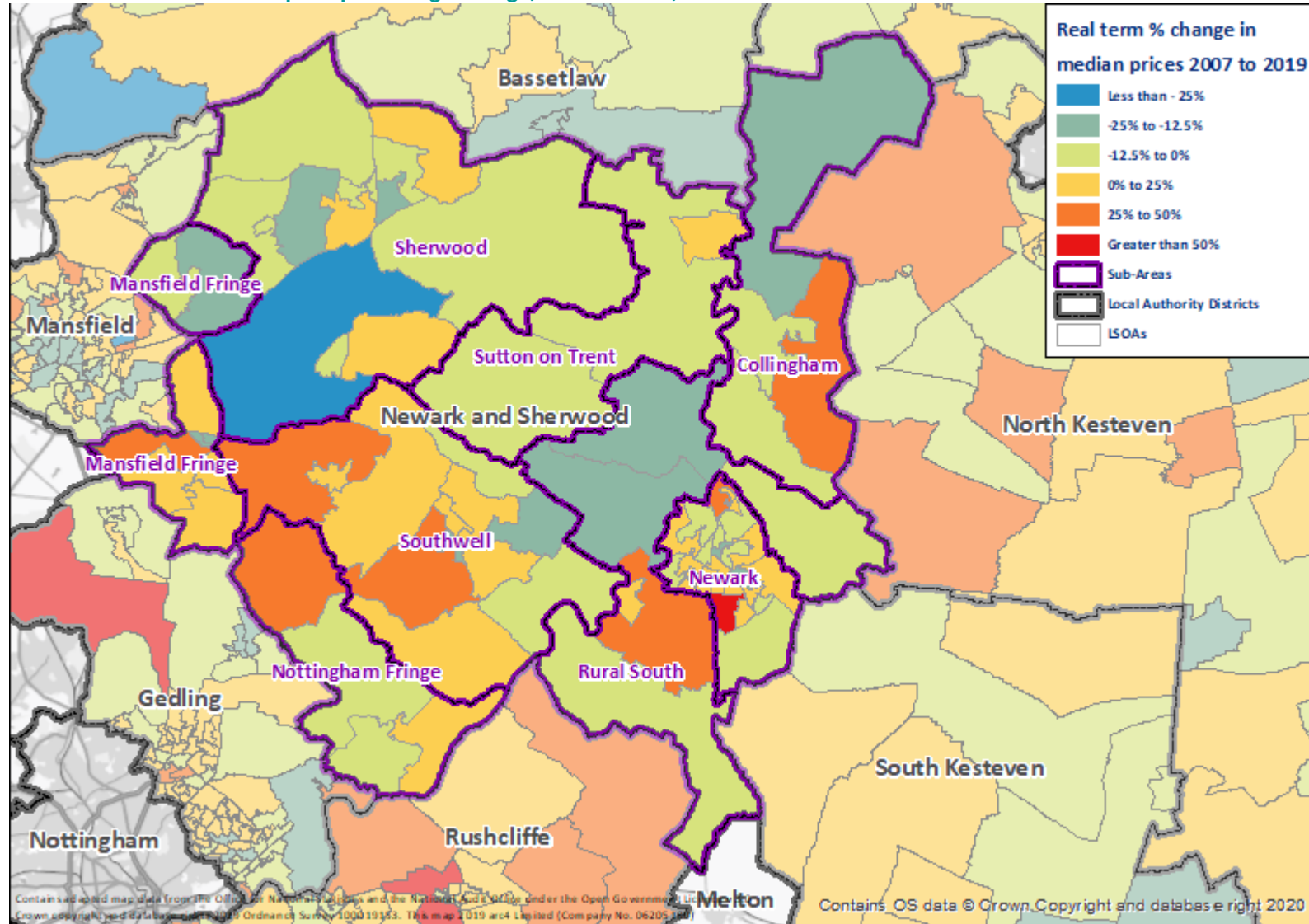
Locality	2019 Lower Quartile		2019 Median	
	Workplace-based	Residence-based	Workplace-based	Residence-based
Ashfield	5.65	5.78	5.74	5.56
Bassetlaw	5.74	5.62	6.35	5.64
Gedling	6.83	6.74	6.25	6.18
Mansfield	5.81	5.83	6.26	6.05
Melton	8.96	9.00	8.61	8.41
Newark and Sherwood	7.38	6.54	8.09	6.99
North Kesteven	8.18	8.32	7.56	7.14
Rushcliffe	9.92	8.24	9.45	7.93
South Kesteven	7.58	7.50	8.42	7.41
West Lindsey	5.85	5.64	6.43	5.95
East Midlands	6.97	6.90	6.86	6.73
England	5.58	7.27	7.83	7.83

Source: ONS Ratio of house price to workplace-based earnings

Map 3.1 Median house prices 2019 within the LSOAs of Newark and Sherwood



Map 3.2 Median real-term house price percentage change, 2007 to 2019, within the LSOAs of Newark and Sherwood



Private renting

- 3.11 Table 3.6 provides an overview of the cost of renting privately in Newark and Sherwood in 2010 and 2019. The table indicates that median and upper quartile rental prices have all increased by more than 15% over the ten-year period examined. Lower quartile prices have seen the smallest increase at 11.7%.

Location	Price by year (£)		% change 2010-2019
	2010	2019	
Upper quartile	572	674	+17.8
Median	494	576	+16.6
Lower quartile	446	498	+11.7

Source: Zoopla PPD 2019

- 3.12 Table 3.7 shows lower quartile and median rents in 2019 alongside percentage change since 2010 by sub-area. The data indicates that Nottingham Fringe experienced the highest rents in the area at both the lower quartile and median level. Southwell experienced the largest percentage increase in lower quartile and median rents; 50.8% and 62.3% respectively.
- 3.13 Newark sub-area has the lowest monthly rental prices in Newark and Sherwood District at the lower quartile level and the increases at both the lower quartile and median level have been below the district averages. All sub-areas experienced price rises over the period except for Rural South which saw median rental prices drop by 2.5%.

Sub-area	Lower Quartile		Median	
	£ each month	% change (2010-2019)	£ each month	% change (2010-2019)
Collingham	594	+20.2	685	+14.5
Mansfield Fringe	550	+23.3	594	+20.2
Newark	485	+8.7	550	+11.3
Nottingham Fringe	674	+27.4	789	+22.1
Rural South	576	+5.5	676	-2.5
Sherwood	494	+10.8	550	+16.5
Southwell	594	+50.8	724	+62.3
Sutton on Trent	650	+45.7	685	+22.5
Newark and Sherwood	498	+11.7	576	+16.6

Source: Zoopla PPD 2019

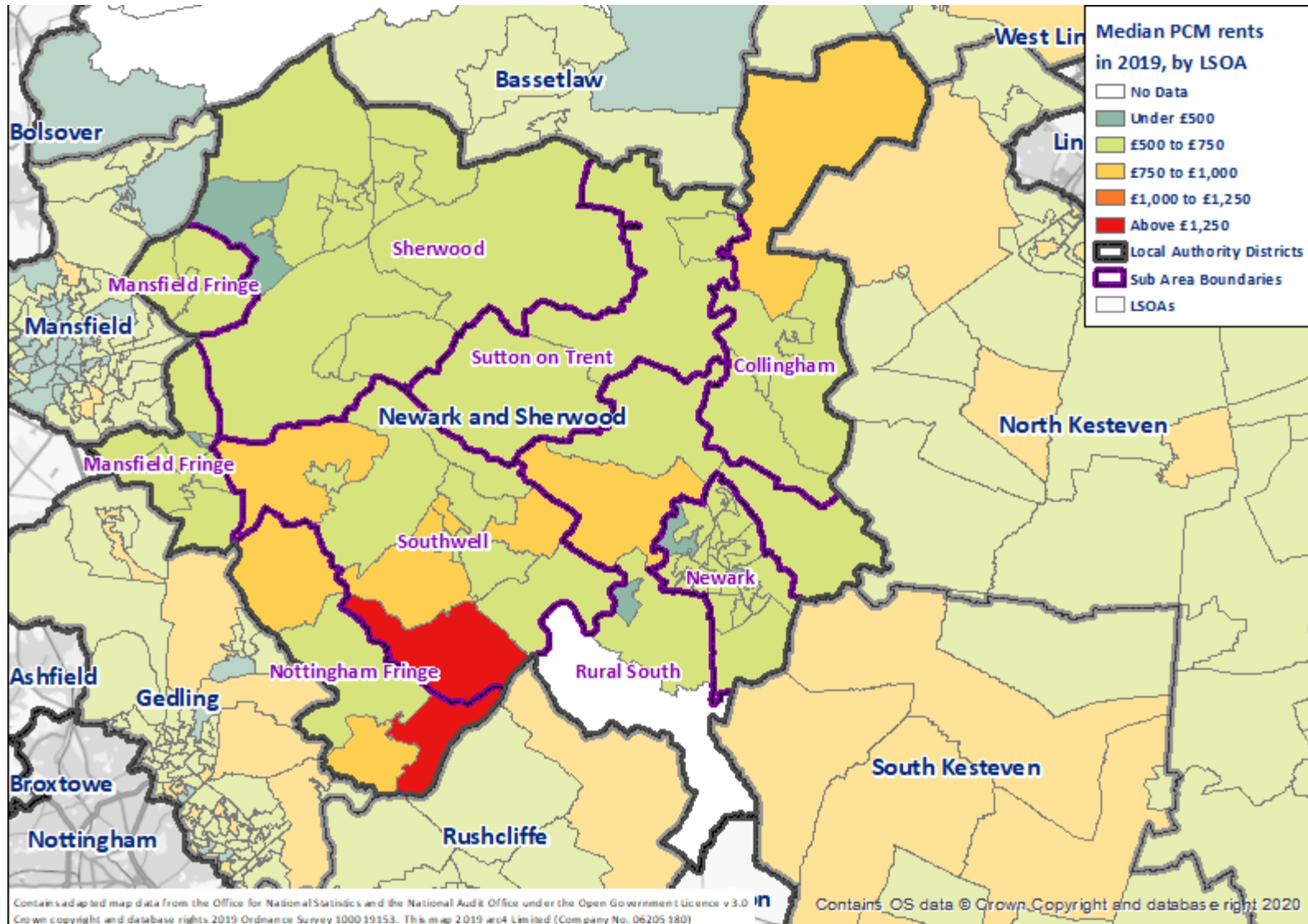
- 3.14 Further details on median rents within sub-areas at Lower Super Output Area level can be found in Map 3.3 to illustrate variation in price across the district.

- 3.15 The private rented sector houses a proportion of low-income households that are eligible for assistance with rental costs. The amount that can be claimed is capped to a local allowance that varies by area. The cap is estimated by the VOA and published in the form of a Local Housing Allowance (LHA) rate for a broad rental market area (BRMA).
- 3.16 The Local Housing Allowance rates applicable to Newark and Sherwood are presented in Table 3.8. Four BRMA's are applicable.

Number of Bedrooms	BRMA weekly rate (£)			
	Grantham and Newark	Lincoln	North Nottingham	Nottingham
Shared accommodation	85.00	66.25	66.50	80.55
One-bedroom	86.30	97.81	80.55	108.16
Two-bedroom	111.62	117.37	103.56	126.58
Three-bedroom	132.33	132.33	109.32	143.84
Four-bedroom	182.96	172.60	155.34	184.11

Source: VOA 2020

Map 3.3 2019 median rents across Newark and Sherwood within LSOAs



Source: Zoopla

Relative affordability of housing tenure options and defining genuinely affordable housing

- 3.17 The relative cost of alternative housing options across the district and sub-areas has been considered from two perspectives. Firstly, analysis considers prevailing prices at sub-area level across a range of market and affordable tenures and the incomes required to afford these dwellings. Secondly, analysis considers what is genuinely affordable to households based on local incomes and assumptions around the proportion of income that should be spent on renting and the multiples of income for buying. The analysis of what is genuinely affordable also considers the incomes of selected key workers and those on minimum and living wages.
- 3.18 The thresholds for what is affordable and not affordable are as follows:
- For renting, 25% of gross household income is used as the 'tipping point' for affordability, with properties not affordable if more than 25% of income is spent on rent. There is no official guidance on what proportion of income should be used. Former CLG SHMA Practice Guidance (2007) recommended 25% and Shelter suggest using 35% of net income; and
 - for buying, affordability is based on a 3.5x gross household income multiple. Former CLG SHMA Practice Guidance (2007) recommended a 3.5x multiple for a household with a single earner and 2.9x for a dual earner.
- 3.19 Information is summarised in Figure 3.2 and Tables 3.9 to 3.12 below.

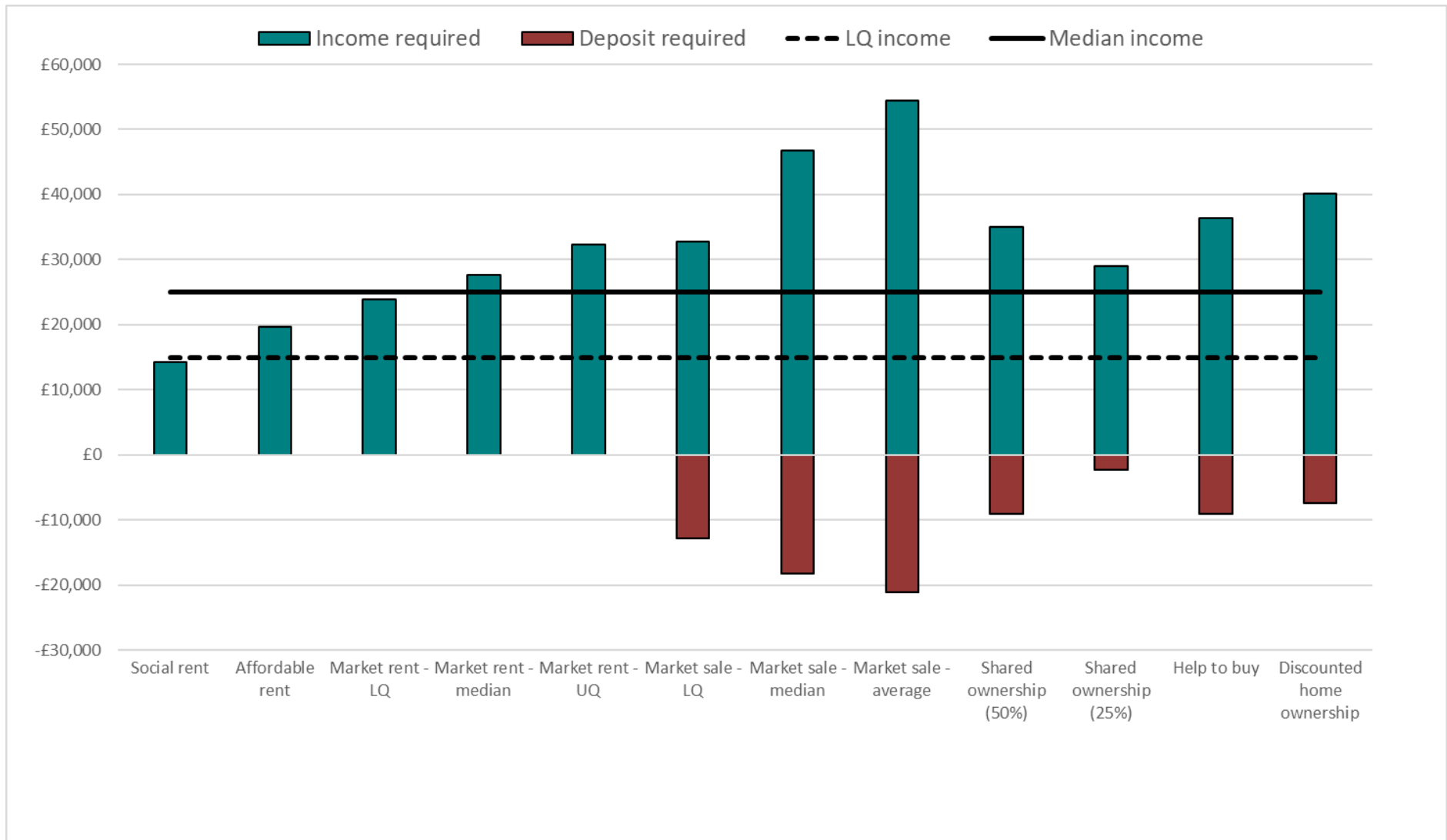
Key findings – relative affordability

- 3.20 There is variation in the cost of servicing housing costs of alternative tenure options by sub-area. For example, the annual income required to service 50% shared ownership dwelling in Southwell sub-area, based upon a price of £170,000 for the 50% share (Table 3.10) is £64,094 (Table 3.11). Similarly, the purchase price of a 100% purchase of a LQ priced dwelling in Sherwood sub-area is £110,000 and the income required is £28,286. Put simply, the income required to purchase the average entry level dwelling in the Sherwood sub-area is 58.3% of the level required to fund a 50% share of a dwelling in Southwell.
- 3.21 However, it is worth noting that average household income also varies by sub-area.
- 3.22 Household income needed for market sale dwellings drop considerably when deposits over 10% are available. Whereas a 10% deposit on a lower quartile priced dwelling requires a household income of £32,786 a 30% deposit reduces the income required to £25,500 (Table 3.12).
- 3.23 Figure 3.2 summarises the relative affordability of alternative tenures at the district level, setting out the incomes and deposits required for different options set against prevailing lower quartile and median earnings.
- 3.24 This indicates that households on lower quartile incomes can afford social rent but not any other tenure option or product at the current district prices. Lower quartile

household income across the district is £15,000 and the income required to service a social rent is £14,198.

- 3.25 For households on median incomes, affordable rent and lower quartile market rent becomes affordable, in addition to social rent. Median incomes are on average £25,000 across the district, however the income requirement for median market rent is £27,648, for shared ownership (25%) £29,007, and for lower quartile priced market sale £32,786.
- 3.26 This comparison of local incomes with the cost of local house prices and rents illustrates the affordability challenge faced by residents within the district. It shows the particular problem faced by households who do not have either equity in their existing home or savings.

Figure 3.2 Summary of the affordability of various tenure options using district average household income and housing costs



Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019, MHCLG, RSH SDR 2019, CAMEO 2019.

Tables for relative affordability analysis

3.27 Table 3.9 sets out the range of market and affordable tenures considered in the analysis and all assumptions relating to the cost of servicing loans and or rentals.

Table 3.9 Summary of price assumptions and data sources		
Tenure	Tenure price assumptions	Data Source
Social rent	2019 prices	Regulator of Social Housing Statistical Data Return 2019
Affordable rent	Affordable homes based on 80% of median market rent	Zoopla 2020
Market Rent – lower quartile	2019 prices	Zoopla 2020
Market Rent – median	2019 prices	Zoopla 2020
Market Rent – upper quartile	2019 prices	Zoopla 2020
Market Sale – lower quartile	2019 prices	Land Registry Price Paid
Market Sale – median	2019 prices	Land Registry Price Paid
Market Sale – average	2019 prices	Land Registry Price Paid
Shared ownership (50%)	Total price based on median price and 50% ownership. Mortgage based on 40%. 10% deposit required; annual service charge £395, Annual rent based on 2.75% of remaining equity	Assumptions applied to Land Registry price paid data
Shared ownership (25%)	Total price based on median price and 25% ownership. Mortgage based on 20%. 5% deposit required, annual service charge £395. Annual rent based on 2.75% of remaining equity	Assumptions applied to Land Registry price paid data
Help to buy	Total price based on median price. Mortgage based on 75% equity. 20% loan and deposit of 5%. Loan fee of 1.75% in year 6 of outstanding equity loan increasing annually from yr7 at RPI+1%	Assumptions applied to Land Registry price paid data
Discounted home ownership	70% of average price (note this is comparable to the proposed FirstHome tenure options)	Assumptions applied to Land Registry price paid data

	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	Newark and Sherwood
Tenure option	Price (2019)								
Social rent per calendar month (PCM)	£331	£331	£331	£331	£331	£331	£331	£331	£331
Affordable rent (PCM)	£548	£475	£440	£631	£541	£440	£579	£548	£461
Market rent - lower quartile (PCM)	£594	£550	£485	£674	£576	£494	£594	£650	£498
Market rent – median (PCM)	£685	£594	£550	£789	£676	£550	£724	£685	£576
Market rent - upper quartile (PCM)	£793	£676	£624	£1,547	£772	£624	£945	£849	£674
Market sale - lower quartile	£208,498	£118,748	£124,000	£273,000	£185,000	£110,000	£240,000	£197,000	£127,500
Market sale – median	£262,500	£147,995	£155,000	£322,000	£225,000	£140,000	£340,000	£244,000	£181,750
Market sale – average	£279,437	£167,333	£175,601	£386,193	£262,120	£171,864	£348,226	£266,852	£211,644
Shared ownership (50%)	£131,250	£73,998	£77,500	£161,000	£112,500	£70,000	£170,000	£122,000	£90,875
Shared ownership (25%)	£65,625	£36,999	£38,750	£80,500	£56,250	£35,000	£85,000	£61,000	£45,438
Help to buy	£262,500	£147,995	£155,000	£322,000	£225,000	£140,000	£340,000	£244,000	£181,750
Discounted home ownership	£195,606	£117,133	£122,921	£270,335	£183,484	£120,305	£243,758	£186,796	£148,151

Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019, MHCLG, RSH SDR 2019.

Table 3.11 Gross household income required to fund alternative tenure options by sub-area ¹⁷ based upon sub-area price levels									
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	Newark and Sherwood
Tenure option	Gross household income required (2019)								
Social rent	£14,198	£14,198	£14,198	£14,198	£14,198	£14,198	£14,198	£14,198	£14,198
Affordable rent	£23,469	£20,366	£18,857	£27,034	£23,177	£18,857	£24,823	£23,469	£19,749
Market rent - lower quartile	£28,512	£26,400	£23,280	£32,352	£27,648	£23,712	£28,512	£31,200	£23,904
Market rent - median	£32,856	£28,512	£26,400	£37,848	£32,448	£26,400	£34,752	£32,856	£27,648
Market rent - upper quartile	£38,064	£32,448	£29,952	£74,256	£37,032	£29,952	£45,360	£40,752	£32,352
Market sale - lower quartile	£53,614	£30,535	£31,886	£70,200	£47,571	£28,286	£61,714	£50,657	£32,786
Market sale - median	£67,500	£38,056	£39,857	£82,800	£57,857	£36,000	£87,429	£62,743	£46,736
Market sale - average	£71,855	£43,029	£45,155	£99,307	£67,402	£44,194	£89,544	£68,619	£54,423
Shared ownership (50%)	£49,868	£28,848	£30,134	£60,790	£42,984	£27,380	£64,094	£46,471	£35,044
Shared ownership (25%)	£41,149	£23,932	£24,985	£50,095	£35,510	£22,730	£52,801	£38,367	£29,007
Help to buy	£52,500	£29,599	£31,000	£64,400	£45,000	£28,000	£68,000	£48,800	£36,350
Discounted home ownership	£53,093	£31,793	£33,364	£73,377	£49,803	£32,654	£66,163	£50,702	£40,212
CAMEO 2019 income data for information									
LQ gross household income	£25,000	£15,000	£15,000	£45,000	£25,000	£15,000	£35,000	£25,000	£15,000
Median gross household income	£35,000	£15,000	£25,000	£62,500	£35,000	£25,000	£45,000	£35,000	£25,000

Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019, MHCLG, RSH SDR 2019, CAMEO 2019.

¹⁷ Table 4.14 sets out the indicative incomes required based on rental property being affordable if up to 25% of household income is spent on rent; and owning being affordable based on a 3.5x household income multiple. The analysis also assumes deposits of up to 10%.

Market sale price	Amount of deposit				Newark and Sherwood average price
	10%	20%	30%	40%	
Market sale - lower quartile	£114,750	£102,000	£89,250	£76,500	£127,500
Market sale - median	£163,575	£145,400	£127,225	£109,050	£181,750
Market sale - average	£190,480	£169,315	£148,151	£126,986	£211,644
Household income required (3.5x multiplier)	10%	20%	30%	40%	
Market sale - lower quartile	£32,786	£29,143	£25,500	£21,857	
Market sale - median	£46,736	£41,543	£36,350	£31,157	
Market sale - average	£54,423	£48,376	£42,329	£36,282	
Household income required (5x multiplier)	10%	20%	30%	40%	
Market sale - lower quartile	£22,950	£20,400	£17,850	£15,300	
Market sale - median	£32,715	£29,080	£25,445	£21,810	
Market sale - average	£38,096	£33,863	£29,630	£25,397	

Source: Data produced by Land Registry © Crown copyright 2019

Genuinely affordable housing in the Newark and Sherwood District context

- 3.28 Having considered the minimum household income needed to afford alternative tenures, consideration is now given to the actual incomes of households across the district and how this relates to 2019 prices and rent levels. This analysis helps to establish what is genuinely affordable based on reasonable income multipliers for renting and buying. The analysis takes into account:
- sub-area 2019 lower quartile and median household incomes from CAMEO data;
 - 2019/20 entry-level incomes from a range of key worker occupations; and
 - income at April 2020 minimum and living wage levels using single, dual income and 1.5x household configurations¹⁸.
- 3.29 The analysis estimates how much households could afford to spend on market rents by considering the percentage of gross household income spent on housing on the basis of differing proportions of income used to fund rental costs. This is then compared with what lower quartile and median market rents actually were in 2019 to determine what is affordable to households. This information describes the extent to which affordable rental options are genuinely affordable to households.
- 3.30 The analysis then estimates the extent to which households could afford home ownership options based on multiples of gross household income starting at 3.5x, assuming a 10% deposit is paid. The analysis does go up to a 7.5x income multiple. This is to illustrate the affordability challenges of home ownership although it is recognised that obtaining a mortgage would not be possible on such a multiple of income.

Genuinely affordable rents by sub-area

- 3.31 Table 3.13 sets out the affordability of private rents by sub-area and considers lower quartile and median rents with lower quartile and median incomes. For instance, in Collingham, the average LQ rent in 2019 was £594 per calendar month (PCM) and LQ gross household income was £2,083 (PCM) meaning a household would have to spend 28.5% of income on rent. The table also shows what rent would be affordable based on 25% of lower quartile and median incomes. Overall, lower quartile rents are only affordable (based on no more than 25% of income spent on rent) in two sub-areas and median rents are affordable in 5 sub-areas. The Mansfield Fringe sub-areas is the least affordable based on this analysis. The analysis also indicates that a lower quartile rent of £313 each month would be affordable to households on a lower quartile income (ranging between £313 and £938 across the sub-areas). A median rent would be £521 (ranging between £521 and £1,302 across the sub-areas).

Genuinely affordable rents for selected key workers and those on minimum and living wages

- 3.32 The extent to which open market rents are affordable to selected keyworkers and those on minimum and living wages are explored in Table 3.14.

¹⁸ Full time is classed as 37 hours each week. Part-time is classed as 18.5 hours each week

- 3.33 District-wide lower quartile rents are affordable to a range of key workers and based on the selected key worker salaries, the income spent on a lower quartile price ranges between 19.2% and 33.2%. However, in some areas, this ratio will be higher. For households on minimum/living wage, less than 25% of household income would be spent on lower quartile and median rents meaning these rents are affordable. Lower quartile rents are slightly above 25% for those on 1xfull/1xpart-time salaries but for single earner households, renting is not affordable and would require at least 38.1% of income to be spent on rent.

Sub-area	LQ Rent and Income				Sub-area	Median rent and income			
	Actual LQ rent 2019	LQ Gross household income 2018 (Monthly £)	% LQ income required to be spent on LQ rent	What would be an affordable rent based on actual LQ income		Actual Median rent 2019	Median Gross household income 2019 (Monthly £)	% median income required to be spent on median rent	What would be an affordable rent based on actual median income
Collingham	£594	£2,083	28.5	£521	Collingham	£685	£2,917	23.5	£729
Mansfield Fringe	£550	£1,250	44.0	£313	Mansfield Fringe	£594	£1,250	47.5	£313
Newark	£485	£1,250	38.8	£313	Newark	£550	£2,083	26.4	£521
Nottingham Fringe	£674	£3,750	18.0	£938	Nottingham Fringe	£789	£5,208	15.1	£1,302
Rural South	£576	£2,083	27.6	£521	Rural South	£676	£2,917	23.2	£729
Sherwood	£494	£1,250	39.5	£313	Sherwood	£550	£2,083	26.4	£521
Southwell	£594	£2,917	20.4	£729	Southwell	£724	£3,750	19.3	£938
Sutton on Trent	£650	£2,083	31.2	£521	Sutton on Trent	£685	£2,917	23.5	£729
Newark and Sherwood	£498	£1,250	39.8	£313	Newark and Sherwood	£576	£2,083	27.6	£521

Key:

41.9	Rent costs more than 35% of gross income
26.4	Rent costs between 25% and 35% of gross income
24.1	Rent costs less than 25% of gross household income

Source: Zoopla 2019, CAMEO 2019.

Table 3.14 District-wide market rents and affordability to key worker and other household configurations					
Occupation	Gross household income 2019 (Annual £)	Gross household income 2019 (Monthly £)	% income required for LQ rent	% income required for median rent	Genuinely affordable rent
			(monthly)	(monthly)	(monthly)
			£498	£576	
Police officer					
Pay Point 0	£20,880	£1,740	28.6	33.1	£435
Pay Point 2	£25,269	£2,106	23.6	27.4	£526
Pay Point 4	£27,471	£2,289	21.8	25.2	£572
Nurse					
Band 1	£18,005	£1,500	33.2	38.4	£375
Band 3	£19,337	£1,611	30.9	35.7	£403
Band 5	£24,907	£2,076	24.0	27.8	£519
Fire officer					
Trainee	£23,366	£1,947	25.6	29.6	£487
Competent	£31,144	£2,595	19.2	22.2	£649
Teacher					
Unqualified (min)	£17,687	£1,474	33.8	39.1	£368
Main pay range (min)	£24,373	£2,031	24.5	28.4	£508
Minimum/Living Wage					
Age 21-24					
Single household	£14,760	£1,230	40.5	46.8	£308
1x full-time, 1x part-time	£22,140	£1,845	27.0	31.2	£461
Two working adults	£29,520	£2,460	20.2	23.4	£615
Age 25 and over					
Single household	£15,696	£1,308	38.1	44.0	£327
1x full-time, 1x part-time	£23,544	£1,962	25.4	29.4	£491
Two working adults	£31,392	£2,616	19.0	22.0	£654

Key:

41.9	Rent costs more than 35% of gross income
26.4	Rent costs between 25% and 35% of gross income
24.1	Rent costs less than 25% of gross household income

Source: Zoopla 2019, CAMEO 2019.

Genuinely affordable market house prices by sub-area

- 3.34 Table 3.15 considers the affordability of market prices and shows the cost of buying a lower quartile and median-priced property compared with household income levels. It also shows what could be afforded based on 3.5x household income multiple.
- 3.35 Across four sub-areas, lower quartile house prices are greater than 5x lower quartile household income and in only two areas (Nottingham Fringe and Southwell) prices are less than 3.5x household income. Median prices are affordable to households on median incomes in four sub-areas. Across Newark and Sherwood, the overall lower quartile income multiple required for a lower quartile priced property is 7.2x and for a median property, the median income multiple is 4.9x.

Genuinely affordable market sales for selected key workers and those on minimum and living wages

- 3.36 The extent to which open market sales are affordable to selected keyworkers and those on minimum and living wages are explored in Table 3.16.
- 3.37 The selected key workers would require an income multiple of between 3.7x and 5.9x to buy a lower quartile priced property. For a median priced property, income multiples of between 5.3x and 9.2x would be required. For households on the minimum/living wage, lower quartile prices are just over a 3.5x income multiple for dual earning households. For single or single and single/part-time earner households, lower quartile properties are not affordable. For median priced properties, income multiples of between 5.2x and 11.1x would be required.

Sub-area	Actual LQ price 2019	LQ Gross household income 2019 (Annual £)	Income multiple required (assumes 10% deposit)	What would be an affordable property based on a 3.5x income multiple	Actual median price 2019	Median Gross household income 2019 (Annual £)	Income multiple required (assumes 10% deposit)	What would be an affordable property based on a 3.5x income multiple
Collingham	£208,498	£25,000	7.5	£87,500	£262,500	£35,000	6.8	£122,500
Mansfield Fringe	£87,000	£15,000	5.2	£52,500	£110,000	£15,000	6.6	£52,500
Newark	£105,000	£15,000	6.3	£52,500	£136,000	£25,000	4.9	£87,500
Nottingham Fringe	£125,000	£45,000	2.5	£157,500	£167,500	£62,500	2.4	£218,750
Rural South	£106,375	£25,000	3.8	£87,500	£135,000	£35,000	3.5	£122,500
Sherwood	£120,500	£15,000	7.2	£52,500	£143,500	£25,000	5.2	£87,500
Southwell	£131,250	£35,000	3.4	£122,500	£172,000	£45,000	3.4	£157,500
Sutton on Trent	£110,000	£25,000	4.0	£87,500	£130,000	£35,000	3.3	£122,500
Newark and Sherwood	£120,000	£15,000	7.2	£52,500	£135,000	£25,000	4.9	£87,500

Key:

5.2	Price is more than 4.5x household income (assuming 10% deposit)
3.9	Price is between 3.5x and 4.5x household income (assuming 10% deposit)
3.1	Price is less than 3.5x salary (assuming 10% deposit)

Table 3.16 Incomes of key workers and households on minimum/living wage and open market prices

Benchmark incomes	Gross Household Income 2019 (£)	Lower quartile price £127,500	Median price £181,750	Genuinely affordable price (3.5 income multiple)
		With 10% deposit deducted: £114,750	With 10% deposit deducted: £163,575	
		Income multiple required	Income multiple required	
Police officer				
Pay Point 0	£20,880	5.5	7.8	£73,080
Pay Point 2	£25,269	4.5	6.5	£88,442
Pay Point 4	£27,471	4.2	6.0	£96,149
Nurse				
Band 1	£18,005	6.4	9.1	£63,018
Band 3	£19,337	5.9	8.5	£67,680
Band 5	£24,907	4.6	6.6	£87,175
Fire officer				
Trainee	£23,366	4.9	7.0	£81,781
Competent	£31,144	3.7	5.3	£109,004
Teacher				
Unqualified (min)	£17,687	6.5	9.2	£61,905
Main pay range (min)	£24,373	4.7	6.7	£85,306
Minimum/Living Wage				
Age 21-24				
Single household (21-24)	£14,760	7.8	11.1	£51,660
1xfull-time, 1xpart-time	£22,140	5.2	7.4	£77,490
Two working adults	£29,520	3.9	5.5	£103,320
Age 25 and over				
Single household (25 and over)	£15,696	7.3	10.4	£54,936
1xfull-time, 1xpart-time	£23,544	4.9	6.9	£82,404
Two working adults	£31,392	3.7	5.2	£109,872

Note: Red cells indicate dwelling is not affordable to buy; Green cells indicate is affordable; Yellow is nearly affordable.

Source: Data produced by Land Registry © Crown copyright 2019, CAMEO 2019

Key

	More than 4.5x income multiple required
	Between 3.5x and 4.5x income multiple required
	Less than 3.5x income multiple required

The affordability of affordable housing options

- 3.38 The final section of analysis considers the extent to which affordable housing options are genuinely affordable to households across Newark and Sherwood. This analysis does not factor in benefits which may be available to households.
- 3.39 For social and affordable rented tenures, Table 3.17 shows that social renting would be affordable to all of the selected households except for single minimum-wage earner households. Affordable rent would be affordable to all the key workers except for police officers and households with more than a single minimum or living wage earner.
- 3.40 Table 3.17 also shows the basic income multiples associated with the equity components of alternative affordable purchase options. The analysis specifically considers the relative affordability of the equity components of intermediate tenure options and therefore does not take into account any rental component. The data indicates that help to buy and discounted home ownership is a less realistic option except where substantial deposits can be made.
- 3.41 This analysis clearly demonstrates that social and affordable renting remains the most affordable tenure option available to households. The affordability of the equity components of intermediate tenures is highly variable and the ability to access this market is challenging for the selected key workers and wage earners considered in analysis. Although the definitions in the NPPF have been widened to include a broader range of intermediate tenure options, these only remain affordable to a minority of households.

Table 3.17 Affordable rented and affordable home ownership options and affordability to key workers and household configurations

Occupation/Wage	Gross household income 2019 (Annual £)	Gross household income 201 (Monthly £)	Social Rent (monthly cost)	Affordable Rent (monthly cost)	Shared ownership (50%)	Shared ownership (25%)	Help to buy	Discounted home ownership (30%)	Discounted home ownership (25%)	Discounted home ownership (20%)
			£331	£461	£90,875	£45,438	£136,313	£127,225	£136,313	£145,400
			Household income required (assuming 25% spent on rent is affordable)		Income multiple required for equity component (Excluding deposit)					
			£1,324	£1,844						
Police officer										
Pay Point 0	£20,880	£1,740	£1,740	£1,740	4.4	2.2	6.5	6.1	6.5	7.0
Pay Point 2	£25,269	£2,106	£2,106	£2,106	3.6	1.8	5.4	5.0	5.4	5.8
Pay Point 4	£27,471	£2,289	£2,289	£2,289	3.3	1.7	5.0	4.6	5.0	5.3
Nurse										
Band 1	£18,005	£1,500	£1,500	£1,500	5.0	2.5	7.6	7.1	7.6	8.1
Band 3	£19,337	£1,611	£1,611	£1,611	4.7	2.3	7.0	6.6	7.0	7.5
Band 5	£24,907	£2,076	£2,076	£2,076	3.6	1.8	5.5	5.1	5.5	5.8
Fire officer										
Trainee	£23,366	£1,947	£1,947	£1,947	3.9	1.9	5.8	5.4	5.8	6.2
Competent	£31,144	£2,595	£2,595	£2,595	2.9	1.5	4.4	4.1	4.4	4.7
Teacher										
Unqualified (min)	£17,687	£1,474	£1,474	£1,474	5.1	2.6	7.7	7.2	7.7	8.2
Main pay range (min)	£24,373	£2,031	£2,031	£2,031	3.7	1.9	5.6	5.2	5.6	6.0
Minimum/Living Wage										
Age 21-24										
Single household	£14,760	£1,230	£1,230	£1,230	6.2	3.1	9.2	8.6	9.2	9.9
1xFull-time, 1xPart-time	£22,140	£1,845	£1,845	£1,845	4.1	2.1	6.2	5.7	6.2	6.6
Two working adults	£29,520	£2,460	£2,460	£2,460	3.1	1.5	4.6	4.3	4.6	4.9
Age 25 and over										
Single household	£15,696	£1,308	£1,308	£1,308	5.8	2.9	8.7	8.1	8.7	9.3
1xFull-time, 1xPart-time	£23,544	£1,962	£1,962	£1,962	3.9	1.9	5.8	5.4	5.8	6.2
Two working adults	£31,392	£2,616	£2,616	£2,616	2.9	1.4	4.3	4.1	4.3	4.6

Note: income requirements for rental options assumes 25% of household income is affordable.

Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019, CAMEO 2019, RSH SDR 2019

Concluding comments

- 3.42 This chapter has explored the current housing market dynamics affecting and influencing the housing market within the district. It has provided detail on the current profile of dwellings by type, tenure and size along with house condition and prices.
- 3.43 During 2019, median prices across the district were £181,750, compared with £188,995 across the East Midlands and £237,000 across England. Affordability ratios for Newark and Sherwood District are higher than those of England and the region.
- 3.44 This chapter has considered the affordability of housing options in considerable detail. Analysis has established the levels of income required to afford open market prices and rents and affordable tenure options. These have then been tested against local incomes and the incomes of selected key workers and those on minimum and living wages. The analysis raises concerns over the relative affordability of accommodation across most tenures within the district. Arguably, the ability of households to enter the general market without substantial deposits is restricted.
- 3.45 Using the evidence presented in this chapter, it is possible to establish what would be a genuinely affordable rent and purchase price across the district (Table 3.18). This is based on local incomes and assumes that no more than 25% of income is spent on rent and a household income multiple of 3.5x is applied to local household incomes.

Sub-area	LQ rents (25% of income)	Median rents (25% of income)	LQ purchase (3.5x income multiple)	Median purchase (3.5x income multiple)
Collingham	£521	£729	£87,500	£122,500
Mansfield Fringe	£313	£313	£52,500	£52,500
Newark	£313	£521	£52,500	£87,500
Nottingham Fringe	£938	£1,302	£157,500	£218,750
Rural South	£521	£729	£87,500	£122,500
Sherwood	£313	£521	£52,500	£87,500
Southwell	£729	£938	£122,500	£157,500
Sutton on Trent	£521	£729	£87,500	£122,500
Newark and Sherwood	£313	£521	£52,500	£87,500

Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019

4. The needs of different groups

Introduction

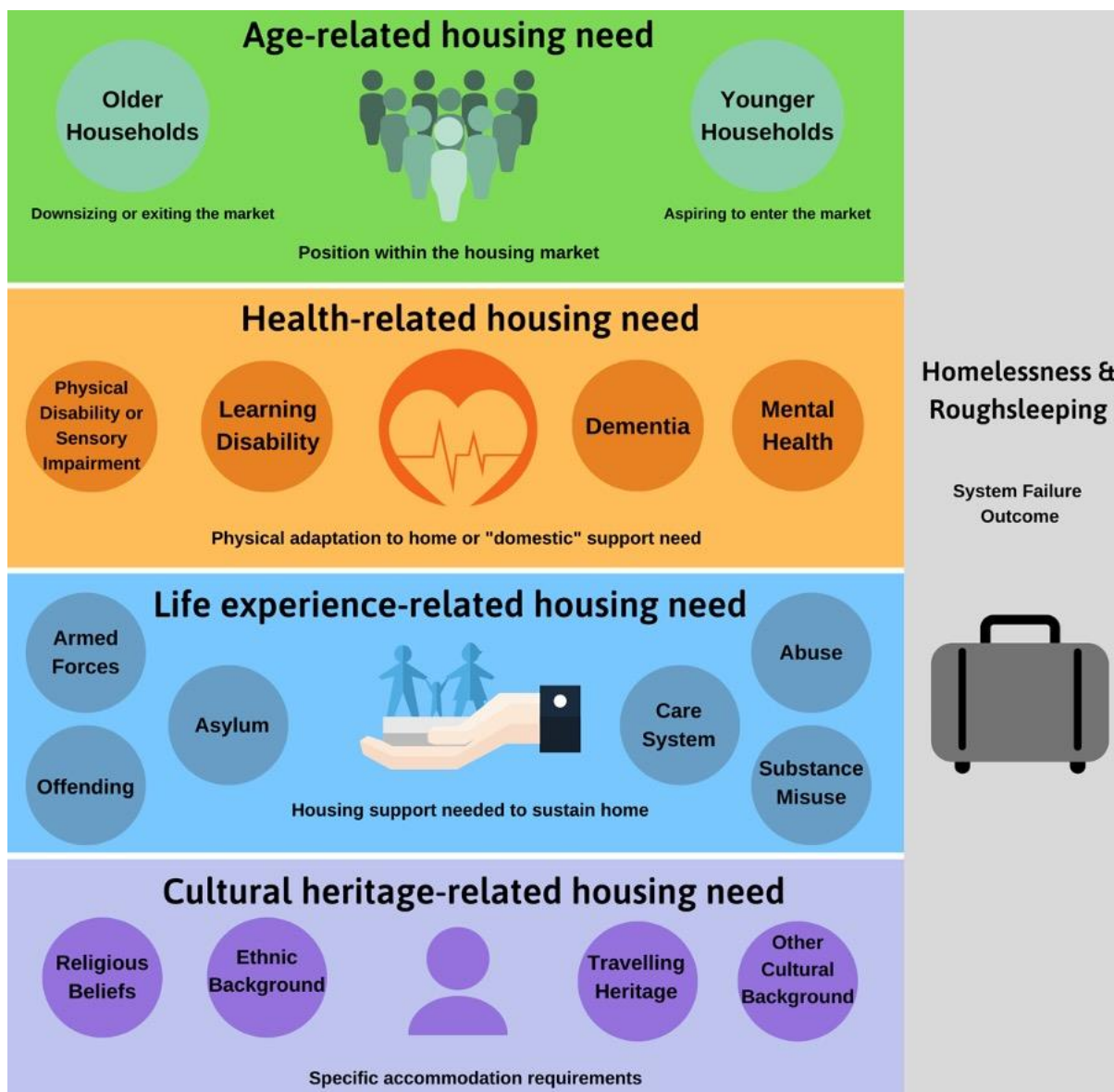
- 4.1 Paragraph 61 of the NPPF refers to housing needs for different groups in the community and these fall into two broad groups: housing for people with additional needs and housing for specific household types. Affordable need is considered in Chapter 5.

Housing for people with additional needs

- 4.2 This group includes older people and accommodation for people with disabilities which are further sub-divided into those with health-related and life-experience related needs as summarised in Figure 4.1.
- 4.3 The evidence base has been established around these broad principles:
- people with additional needs are generally accommodated in mainstream housing and provided with care and support when needed;
 - some people will have complex and multiple needs and therefore may fall into several different categories of need;
 - some people require long-term accommodation to provide support for ongoing needs; and some require short-term supported housing which aims to support people for a period of time before moving on/back into mainstream housing; and
 - most people with additional needs will not need specialist supported housing but they may need adaptations to their homes and/or care and support provided in other ways.
- 4.4 Figure 4.1 begins to explore our understanding of the various elements of specialist housing need and population groups which should be considered.
- 4.5 **Age-related housing need** – this concerns the position of particular age groups in the housing market due to life events and the demand this creates for accommodation units of a certain size or affordability.
- 4.6 **Health-related housing need** – a household’s health may be a determining factor in the type of accommodation they require or the support they need to receive. For most in this group the need for specialist accommodation or support is likely to be a lifelong need.
- 4.7 **Life-experience related housing need** – supported accommodation may be needed by those affected by life experiences which may have disadvantaged their ability to live independently. The support required here may be shorter term with the intention of promoting independence in the longer term.
- 4.8 **Cultural heritage related housing need** – for those from a minority ethnic background there may be cultural heritage or religion related determined needs which impact on the type of accommodation required.
- 4.9 A link to homelessness and rough sleeping is also made. Homelessness and rough sleeping can be a failure outcome of not providing appropriate accommodation for residents, along with an often-complex interplay of one or more of the following:

poverty, unemployment and life events. Homelessness goes beyond the presence of households rough sleeping, reflecting the broad statutory definitions of homelessness to include those in inadequate or inappropriate accommodation who may be hidden from society’s view.

Figure 4.1 Establishing need associated with age, health and life experience



4.10 This is a complex area of work and key findings are presented in this chapter. Our primary focus has been to fulfil the requirements of the PPG, hence greater detail being given on the needs of older person households and those with physical disabilities.

Age-related housing need

4.11 Age-related housing need relates to the needs of specific age groups in the housing market due to life events and the impact this has on the need for dwellings of particular sizes/types and affordability. For older households this includes ‘rightsizing’ and

adaptation of existing dwellings. For younger households, affordability is a particular concern, and this has been considered elsewhere in the report. For this chapter we therefore focus upon the needs of older persons for particular unit types.

Housing for older people

- 4.12 The NPPF Annex 2 defines older people as ‘people over or approaching retirement age, including the active, newly-retired through to the very frail elderly; and whose housing can encompass accessible, adaptable general needs housing through to the full range of retirement and specialist housing for those with care and support needs.’
- 4.13 PPG recommends the following are considered in an assessment of older persons need:
- the future need for specialist accommodation (including but not restricted to age-restricted general market housing, retirement living or sheltered accommodation, extra-care or housing with care), broken down by type and tenure;
 - the need for care in residential care and nursing homes (C2);
 - the need for co-housing communities; and
 - the role of general housing and in particular bungalows and homes that can be adapted to meet a change in needs.
- 4.14 PPG notes that ‘*plan-making authorities will need to count housing provided for older people against their housing requirement*’¹⁹.
- 4.15 Table 4.1 shows how the number of people in older age groups is expected to increase over the period 2019 to 2033. For example, the number of people aged 85 and over is expected to increase by 66.1%. The number of households headed by someone aged 60 and over is expected to increase by 28.4% between 2019 and 2033²⁰.

Age group	2019-2033			
	2019	2033	Change (no.)	Change (%)
All Older 65+	26,994	35,322	8,328	30.9
All Older 75+	12,140	17,230	5,090	41.9
All Older 85+	3,268	5,427	2,160	66.1

Source: ONS 2018-based Subnational Population Projections

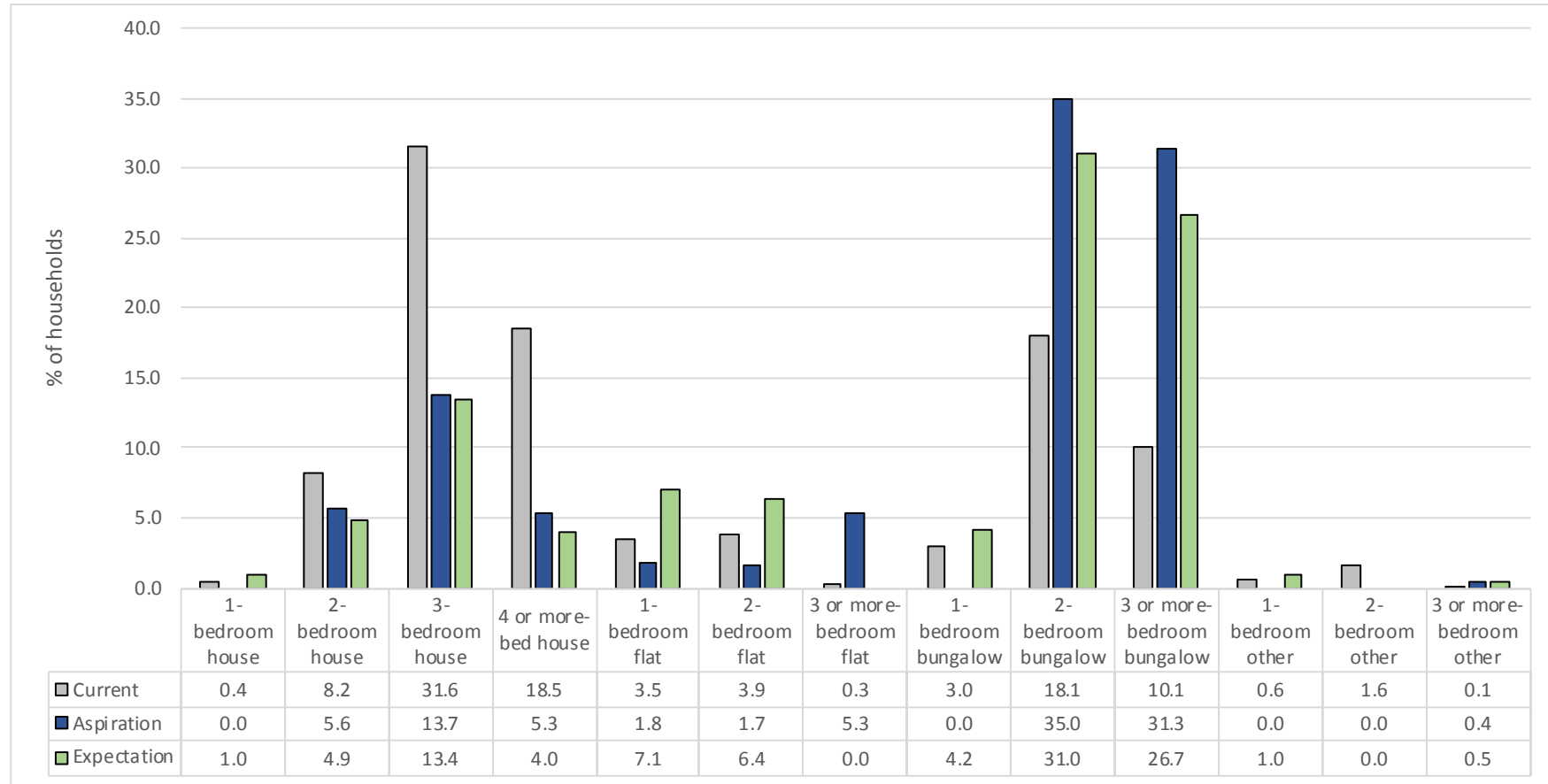
- 4.16 Regarding the number of older person households (where the HRP is aged 65 or over) and types of dwelling occupied, the 2020 household survey indicates that:
- older person households account for 29.3% of all households;

¹⁹ PPG June 2019 Paragraph: 016 Reference ID: 63-016-20190626

²⁰ 2016-based ONS household projections

- over half (51.3%) of older person households live in two sub-areas; Newark (31.0%) and Sherwood (20.3%);
 - older person households are most likely to live in 3-bedroom houses (31.6%) followed by 4 or more-bedroom houses (18.5%) and 2-bedroom flats (18.1%).
- 4.17 The Institute of Public Care / Oxford Brooks University Projecting Older People Population Information System (POPPI) predicts in 2019 around 7,122 older people will experience a fall annually (820 resulting in a hospital admission) rising dramatically to 10,246 by 2035 (1,305 hospital admissions). POPPI also reports 6,469 people in 2019 having a limited long-term illness that affects their day to day activities a lot rising to 9,495 in 2035.
- 4.18 15.2% (1,835) of older person households were planning to move in the next 5 years and 4.1% (502) would like to move but felt unable to (mainly due to affordability issues).
- 4.19 Of those who were planning on moving in the next five years most intended to stay in the district (80.1%).
- 4.20 The difference in older households' current accommodation, their aspirations and their expectations are shown in Figure 4.2. The 2020 household survey data indicates that older people are mostly living in 3 or 4-bedroom houses and 2 or 3-bedroom bungalows. Of those who intend to move home in the next five years, these households have strong aspirations and expectations to move to bungalows with 2 and 3 or more-bedrooms. Given the anticipated increase in older person households, it is important that the council recognises the impact this will have on the range of dwelling types and sizes being developed over the plan period.
- 4.21 According to the household survey the main reason for wanting to move home was wanting to live closer to the shops or doctors (23.7%). This is followed by 15.7% who stated that the house/garden is too big, and 14.1% who reported the main reason was that the stairs or lack of level access cause problems. The house and or garden being too big was a particular problem for those aged between 75 and 84 (34.1%).
- 4.22 Health problems or the need for housing suitable for an older or disabled person was the main reason for wanting to move by 7.1% of respondents and this rose to 66.2% in the 85 years and over group.
- 4.23 In terms of moving home, over half households seeking to move home (60.4%), expected to move to a dwelling with fewer bedrooms. 31.6% expected to move to a dwelling with the same number of bedrooms and 8.0% expected to move to a greater number of bedrooms.
- 4.24 When asked what would help or encourage a move to a more suitable home, over two-thirds (68.4%) selected, 'information about what types of housing are available'; this rose to 82.5% in Sherwood. Over three out of five older people (63.4%) chose 'help with moving to a new property type' and this rose to 81.2% in Newark. Note respondents were able to select multiple responses.
- 4.25 The overall impact of older persons housing need is considered in the dwelling type and mix analysis in Chapter 5.

Figure 4.2 Current dwellings types compared to aspirations and expectations (over 65s)



Source: 2020 household survey

Assistance in the home

- 4.26 Growing older can come with an increased need for help and support within the home. Survey data captured the responses from households by age group on the type of support or assistance they may need now or in the near future (Table 4.2) including older age groups. Overall, the main assistance needed is with repair/maintenance of the home, gardening and cleaning. The proportion of households needing assistance generally increases with age, particularly those aged 85 and over.

Future need for specialist older person accommodation and residential care provision

- 4.27 Across the district, there are around 3,206 units of specialist older persons accommodation. This includes 1,047 units of residential care (C2 planning use class) and 2,159 units of specialist older person accommodation (C3 planning use class)²¹.
- 4.28 The following map (4.1) depicts the location of specialist accommodation according to the Elderly Accommodation Counsel's (sic) database.
- 4.29 Given the ageing of the population, the need for specialist older person accommodation is expected to increase. Table 4.3 considers the ratio of older people to current provision and then applies this ratio to future household projections. Based on population projections to the year 2033²², there is an additional need for 1,344 units of specialist older persons' accommodation. The HNA does not specify the precise nature of specialist older person dwellings to be built. This is to allow flexibility in delivery and PPG states that 'any single development may contain a range of different types of specialist housing'²³.

²¹ EAC database 2019

²² ONS 2018-based Subnational Population Projections

²³ PPG June 2019 Paragraph: 010 Reference ID: 63-010-20190626

Table 4.2 Type of assistance required (%) either now or in next five years by age group

Type of assistance	Age group of household reference person and when help is needed														
	Under 65			65-74			75-84			85+			All		
	Need now	Need in 5 years	Total need	Need now	Need in 5 years	Total need	Need now	Need in 5 years	Total need	Need now	Need in 5 years	Total need	Need now	Need in 5 years	Total need
Help with repair and maintenance of home	6.7	18.0	24.6	7.8	32.3	40.1	9.6	39.5	49.0	28.9	27.4	56.4	7.8	22.6	30.4
Help with gardening	6.3	9.7	16.0	10.1	27.8	37.9	16.1	37.7	53.7	49.6	34.7	84.3	9.1	16.0	25.1
Help with cleaning home	5.1	10.0	15.1	8.8	20.1	28.9	10.5	31.8	42.3	43.5	28.9	72.4	7.3	14.2	21.5
Help with other practical tasks	3.0	7.6	10.6	5.7	16.0	21.8	8.3	29.5	37.8	34.0	28.4	62.4	4.9	11.6	16.5
Help with personal care	2.6	6.9	9.5	5.3	11.3	16.6	2.6	23.5	26.1	25.5	22.4	47.9	3.7	9.6	13.4
Want company / friendship	3.1	5.2	8.3	3.3	8.1	11.3	3.3	17.5	20.9	18.4	9.2	27.6	3.6	6.9	10.5
Base (total households)	36,325			8,621			4,539			1,527			51,012		

Source: 2020 Household Survey

Future need for specialist older person accommodation and residential care provision

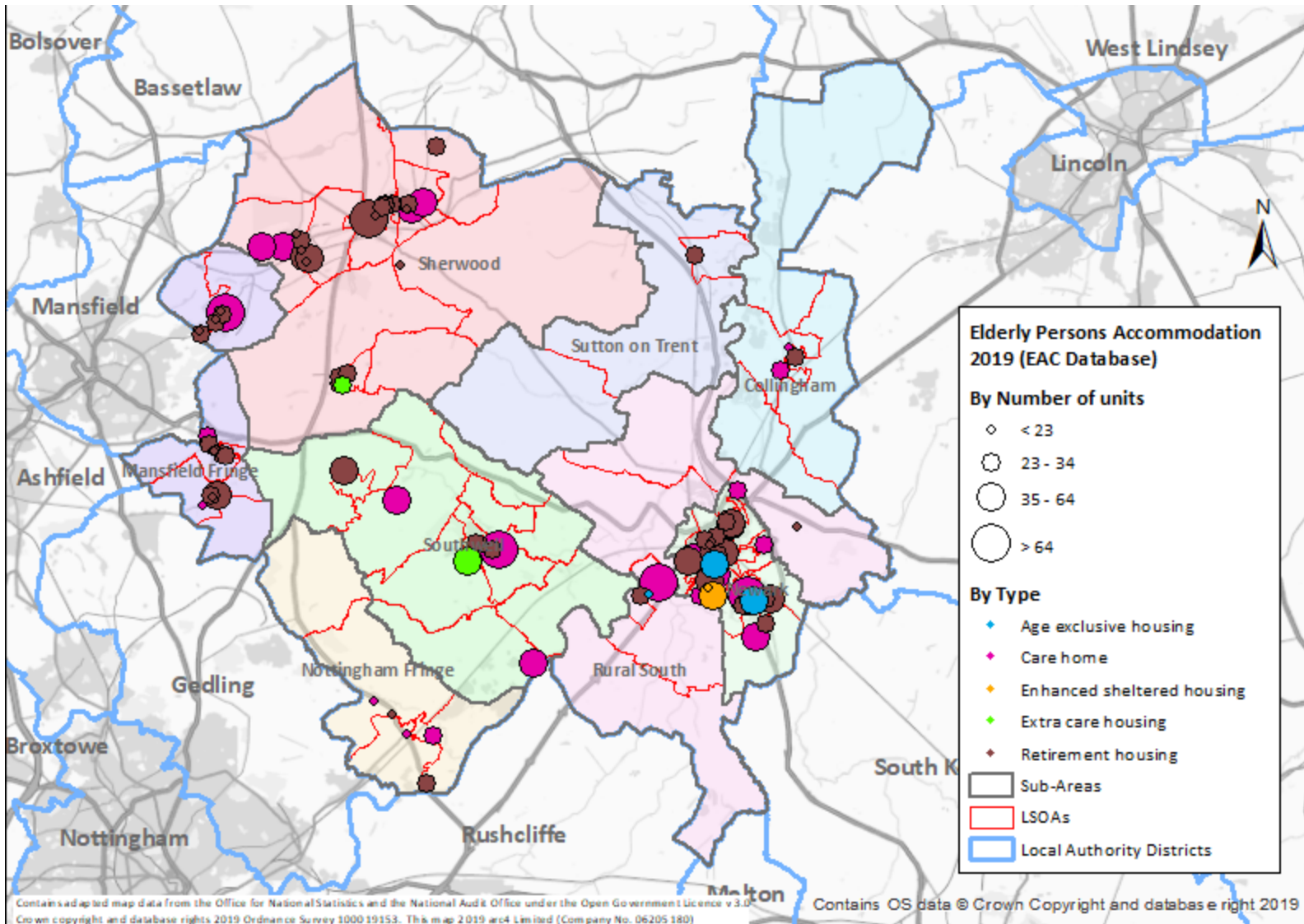
Current provision (and planning use class)	Number of units 2020	Number aged 75 and over 2019	Number aged 75 and over 2033 (projected)	Change in need
		12,140	17,230	
		Ratio of population to current provision	Ratio applied to 2030 population	
Specialist older person(C3)	2,159	0.1778	3,064	905
Residential Care (C2)	1,047	0.0862	1,486	439
Total	3,206		4,550	1,344

Source: EAC database 2020, ONS 2016-based Subnational Population Projections

Need for specialist older person housing evidenced in the household survey

- 4.30 The 2020 household survey also captured data on older persons need for specialist housing. The survey asks, *'If you think it is relevant to you, which of the following older persons' housing options would you seriously consider either now or in the next 5 years?'* Table 4.4 reports the number of households who would consider different older persons' housing options (respondents could tick more than one option) across the district.
- 4.31 Overall, of households aged 65 and over, 73.9% were planning to continue to live in their current home with support when needed. 22.5% stated they would consider renting sheltered accommodation, and 21.2% stated they would consider renting extra care housing.
- 4.32 Table 4.5 illustrates housing preferences by which sub-area they currently live in. Whilst there is variation at sub-area level, given the high proportion of older households who want to continue living in their own home, the provision of home-based assistance, support and care is an increasingly important issue in the meeting of housing needs for older people. The key challenge for local authorities is the funding of services for growing numbers of older people.

Map 4.1 Elderly persons specialist accommodation



Source Elderly Accommodation Council 2019

Housing option	65-74 (%)	75-84 (%)	85+ (%)	All 65+ (%)
Continue to live in current home with support when needed	69.5	76.9	87.9	73.9
Buying a dwelling on the open market	20.6	12.2	4.8	16.2
Rent a dwelling from a private landlord	1.2	1.1	0.9	1.1
Rent from housing association	17.8	4.9	9.3	12.6
Rent from the council	18.4	14.0	17.9	16.9
Sheltered accommodation - to rent	24.5	23.8	7.1	22.5
Sheltered accommodation - to buy	21.1	17.5	6.9	18.4
Sheltered accommodation - part rent part buy	6.7	7.0	0.9	6.2
Extra care housing - to rent	22.9	19.3	18.1	21.2
Extra care housing - to buy	13.5	13.2	5.8	12.6
Extra care housing - part rent part buy	4.1	5.2	0.0	4.1
Supported housing for people with learning disabilities and autism	0.6	0.0	0.0	0.3
Supported housing for mental health needs	1.2	0.6	0.9	1.0
Residential care home	9.7	12.4	20.1	11.7
Co-housing	12.1	6.0	1.7	9.0
Go to live with children or other relatives or friends	3.9	6.7	4.7	5.0
Other	2.7	2.4	0.0	2.3
<i>Base (total households responding)</i>	2,994	1,808	537	5,339

Source: 2020 household survey

Note: This shows the percentage of households who would consider this option. Respondents could tick more than one option. The table therefore adds up to more than 100% of respondents. Note base data relates to households who stated the age of respondent. This base is different to Table 4.5 which is based on location of response

Table 4.5 Older persons' housing preferences by current sub-area of residence

Housing option	Sub-area								Newark and Sherwood
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
Continue to live in current home with support when needed	83.8	62.8	77.9	77.3	75.6	58.4	87.4	76.3	74.1
Buying a dwelling on the open market	12.7	0.0	23.4	22.1	9.2	14.4	23.2	16.0	16.7
Rent a dwelling from a private landlord	1.6	0.0	0.0	5.2	3.3	0.0	1.3	5.7	1.1
Rent from housing association	4.5	3.4	18.8	13.0	5.4	21.9	3.3	4.1	11.9
Rent from the council	8.2	18.5	27.4	15.5	8.1	25.1	4.6	8.8	17.2
Sheltered accommodation - to rent	10.9	33.8	37.3	21.2	6.2	13.5	14.5	18.0	21.2
Sheltered accommodation - to buy	22.0	9.3	23.4	17.9	8.1	18.6	24.2	14.4	19.0
Sheltered accommodation - Part rent, part buy	8.0	0.0	13.3	9.7	2.3	2.1	4.3	2.6	5.9
Extra care housing - to rent	6.6	16.3	37.3	17.3	11.0	17.7	16.0	16.0	20.5
Extra care housing - to buy	15.6	0.0	23.4	13.9	5.8	6.2	17.3	9.3	13.0
Extra care housing - part rent part buy	6.4	0.0	10.0	5.5	1.2	0.0	7.3	5.2	4.8
Supported housing for people with learning disabilities and autism	3.7	0.0	0.0	0.0	0.0	0.0	0.0	2.1	0.3
Supported housing for mental health needs	2.9	0.0	0.0	1.5	0.0	2.1	1.0	0.0	0.9
Residential care home	14.6	3.4	23.9	15.8	12.7	3.1	15.5	6.7	13.0
Co-housing	12.5	0.0	17.2	13.3	14.0	6.2	10.9	5.2	10.6
Go to live with children or other relatives or friends	6.4	3.4	3.3	9.4	1.2	2.1	10.6	4.6	4.9
Other	4.8	0.0	0.0	2.7	3.7	2.1	4.9	0.0	2.2
Base	377	583	1,357	330	520	1,207	1,097	194	5,666

Source: 2020 household survey. Note base relates to weighted responses received to this question which is different to the responses based on age group in table 4.4

Senior co-housing communities

- 4.33 Senior co-housing is specifically mentioned in PPG as a housing option for older people: *'Senior co-housing communities are created and run by residents, based on the intention to live with a group of people of a similar age. The sites often consist of self-contained private homes as well as shared community space. Some communities offer an additional option of informal care.'*
- 4.34 The household survey identified a total of 480 older person households interested in co-housing.
- 4.35 Of households who were interested:
- the majority were owner occupiers (65.5%), followed by those in affordable accommodation (31.2%) and private rent (3.3%); and
 - 20.2% earn up to £10,400, 20.4% earn between £10,400 and up to £20,800, 35.1% earn between £20,800 and up to £39,000. The remaining 24.3% earn more than £39,000.

The role of general housing and in particular bungalows and homes that can be adapted to meet a change in needs

- 4.36 The provision of appropriate adaptations can help people lead independent lives. Given that the majority of older people want to remain in their own homes with help and support when needed, the extent to which their housing needs to be adapted requires careful consideration. Additionally, the need to adapt properties for people aged under 65, and for families with children with adaptation needs has also to be considered. Local authorities will therefore need to identify the role that general housing may play as part of their assessment.
- 4.37 There are around 8,900 bungalows in the district accounting for 17% of overall stock and 3,600 flats accounting for 6.9% of stock some of which will be providing accommodation for older people²⁴. Further analysis of the extent to which existing bungalow stock meets future needs is considered in Chapter 5 and shows a particular need for bungalows across the district.
- 4.38 Table 4.6 shows data from the household survey 2020. It shows how many homes in each sub-area have already been adapted, whether care and support are required and whether there is sufficient space for a carer to stay overnight if needed. In summary the Mansfield Fringe and Sutton on Trent sub-areas have the highest proportion of households who answered positively for having adapted homes. Mansfield Fringe is the only sub-area where over 10% of households stated they require care or support to stay at home. In Newark just over half of households have space for a carer compared to more than three out of four in Nottingham Fringe, Rural South and Southwell.

²⁴ VOA 2019

	Current home has been adapted or purpose-built for a person with a long-term illness, health problem or disability	You or other members of your household require care or support to enable you/them to stay in this home	Sufficient space in your home for a carer to stay overnight, if this was needed, is available	Number of households
Sub-area	% yes	% yes	% yes	
Collingham	6.8	4.5	70.4	2,584
Mansfield Fringe	9.0	13.1	64.5	7,233
Newark	6.7	4.8	53.1	18,899
Nottingham Fringe	2.8	4.4	78.4	2,316
Rural South	5.7	9.4	76.3	3,778
Sherwood	8.8	7.9	64.6	10,456
Southwell	8.3	6.4	75.9	6,345
Sutton on Trent	9.8	4.5	69.4	1,504
Newark and Sherwood	7.4	7.0	63.7	53,115

Source: 2020 household survey

- 4.39 PPG which asks councils to consider the extent to which existing dwelling stock can help meet the needs of older people²⁵, the household survey asked questions on the adaptations and home improvements needed for older people and households in general. Detailed analysis is presented by age group (Table 4.7).
- 4.40 When asked about adaptations and home improvements required in the home now, households aged under 60 years focused more on the house itself, specifically, more insulation, better heating and double glazing.
- 4.41 Households aged over 60 years needed assistance in the home, including adaptations to bathrooms, stair lifts and community alarm services. A greater proportion of those aged over 85 years selected internal and external handrails, adaptations relating to sensory needs and adaptations to kitchens, than the other age categories. These requirements are self-determined by residents responding to the household survey and may not necessarily reflect actual requirements following an independent assessment in the home.

²⁵ PPG 2019 Paragraph: 017 Reference ID: 2a-017-20190220

Adaptation/improvement required	Age group (% of households)			Total
	Under 60 years	60-84	85+	
More insulation	50.3	40.2	9.0	45.6
Better heating	42.8	19.3	12.1	34.0
Double glazing	33.3	16.3	16.4	27.1
Adaptations to bathroom	17.8	22.5	44.6	20.2
Internal handrails and or grab rails	18.2	9.8	38.1	16.1
External handrails and or grab rails	14.8	9.6	22.9	13.3
Improved ventilation	17.1	4.1	0.0	12.2
Adaptations relating to sensory needs	10.3	9.4	14.9	10.1
Downstairs toilet	10.2	8.4	1.9	9.3
Increase the size of dwelling	12.1	3.0	0.0	8.7
Adaptations to kitchen	8.1	6.3	13.9	7.7
Stair lift or vertical lift	3.1	10.8	27.2	6.4
Improvements to access	5.1	4.4	4.6	4.8
Wheelchair adaptations	3.5	6.7	8.7	4.7
Community alarm service	1.1	10.1	13.6	4.5
Room for a carer	3.5	2.4	1.9	3.1
Lever door handles	1.8	2.7	1.9	2.1
Base	6,474	3,387	232	10,184

Source: 2020 household survey

- 4.42 Council financial resources for aids and adaptations remain limited, particularly for households in the private sector (owner occupation or privately rented accommodation) seeking Disabled Facilities Grants. However, as mentioned above in respect of support requirements, the provision of appropriate adaptations is essential to older households in maintaining independent living. Alternative sources of funding, such as equity loans, could be considered to finance remedial measures required by older person households. It should be pointed out that whilst local authorities will assess anyone's needs, assistance is currently means tested and some older person households will self-fund.

Estimating future need for adaptations

- 4.43 The 2020 household survey indicates that 7.5% of households live in dwellings that have been adapted or purpose built for those with an illness/disability. Analysis of demographic data²⁶ would suggest that the number of generally adapted dwellings will need to increase by 427 over the period 2019 to 2033. This figure has been derived from data on the number of households with adaptations by age group of the Household Reference Person (HRP); how the number of households by HRP age group is expected to change; and applying the proportion of adapted properties to future household numbers by age group.

²⁶ MHCLG 2014-based household projections

- 4.44 The volume of adaptations needed, and their cost is significant and in the long-term adoption of accessibility standards would help to reduce the need for adaptations.

Stakeholder views on older persons' housing

- 4.45 A theme which emerged from the online stakeholder survey was gaps in the provision older person's housing both to meet the needs of an ageing population and to free up family homes. It was noted that it was a challenge for older people to downsize, particularly in the more rural areas but agents also commented that retirees, including incomers, are strong drivers in the market.
- 4.46 Developers and housebuilders stated that supported/shared/bungalows for older people in areas, most readily accessible to services and public transport, are in high demand in the district and there are gaps in the retirement sector in villages.

Health-related housing need

- 4.47 A range of sources can be drawn upon to establish the overall scale of disability/support needs across the district. The extent to which specific accommodation for different groups may be required is then explored using available data and specific gaps in understanding are also highlighted.
- 4.48 The 2011 Census reported that across the district:
- 80.0% were in very good or good health, 14.4% were in fair health and 5.6% in bad/very bad health (there is a clear age-related gradient to this). A total of 22,528 residents (20.0%) were in fair/bad/very bad health which compares with 18.3% across England; and
 - 8.9% of residents reported that their daily activities were limited 'a lot' and 10.8% 'a little' which compares with 8.3% and 9.3% respectively across England.
- 4.49 The Department of Work and Pensions (DWP) publishes district level information about the number of people receiving Disability Living Allowance (DLA) by age group and the conditions associated with the claim²⁷:
- 3.5% of the population receive DLA; 39.8% of claimants are 65 years and over and 24.9% are aged under 16 years;
 - the most prevalent conditions for claimants are learning difficulties and arthritis.
- 4.50 The ONS Family Resources Survey provides national data on the number of people with disabilities by age group. This can be applied to population projections to establish the potential number of residents who have a disability at the start of the plan period in 2019. The data can be modelled to see how this is likely to change over the period up to 2033 (Table 4.8). It is estimated that in 2033, 24.6% of the population will have a disability and this equates to an increase of 4,703 people. The number of people identified does not necessarily translate to a specific housing need, although it provides a further insight into the likely level of disability experienced by residents in the district.

²⁷ Data related to November 2018

	Year		Change
	2019	2033	
Total in households with disability	27,993	32,697	4,703
% of population with disability	22.9	24.6	
<i>Base</i>	<i>122,400</i>	<i>132,900</i>	

Source: ONS Family Resources Survey 2016/17 and ONS 2016-based population projections

- 4.51 The 2020 household survey invited respondents to provide data on any illness or disability present in their current household. Table 4.9 shows the results for the number of people stating an illness or disability and the type of condition. The most frequently mentioned illness or disability was older age-related illness or disability (10.7%) followed by physical/mobility impairment (7.7%). Overall, 26.3% of the population reported an illness or disability in the 2020 household survey and this compares to 22.1% in the 2014 DCA housing needs survey.

Illness/disability	Number of people	% of population
Physical or mobility impairment	9,460	7.7
Learning disability difficulty	1,787	1.5
Mental health issue	1,580	1.3
Visual impairment	5,838	4.8
Hearing impairment	2,494	2.0
Long standing illness or health condition	4,994	4.1
Older age-related illness or disability	13,146	10.7
Other	2,495	2.0
<i>Base (Number of people with illness/disability)</i>	32,274	26.3
<i>ONS 2016-based Subnational Population Projections for 2020</i>		<i>122,600</i>

Source: 2020 household survey

- 4.52 POPPI and PANSI data provide data on the likely prevalence of different health-related issues and future change to the year 2035 (note data for 2033 are not available). These are set out in the following Tables 4.10 and 4.11.

Physical disability or sensory impairment

Disability (age group)	2019	2035
Impaired mobility (18-64)	4,156	4,096
Mobility (unable to manage at least one activity on own) (65+)	4,838	7,256
Moderate or serious personal care disability (18-64)	2,996	2,924
Serious visual impairment (18-64)	46	46
Moderate or severe visual impairment (65+)	2,340	3,404
Moderate, severe or profound hearing impairment (18-64)	7,616	7,268

Source: POPPI/PANSI

Learning disability, mental health and dementia

Learning disability (age group)	2019	2035
Total (18-64)	1,713	1,733
Total (65+)	567	789
Moderate or severe (18-64)	389	398
Moderate or severe (65+)	77	103
People with LD living with a parent (18-64)	136	142
Downs syndrome (18+)	45	45
Challenging behaviour (18-64)	32	32
Autistic spectrum disorders (18-64)	706	708
Autistic spectrum disorders (65+)	257	358
Mental health	2019	2035
Common mental disorder	13,390	13,358
Borderline personality disorder	1,700	1,696
Antisocial personality disorder	2,369	2,370
Psychotic disorder	496	495
Psychotic disorders (2 or more)	5,098	5,090
Depression 65+	2,318	3,203
Severe depression (65+)	725	1,049
Dementia	2019	2035
Early onset dementia (30-64)	35	34
Dementia (65+)	1,833	2,908

Source: POPPI/PANSI

Optional accessibility and wheelchair standard housing

4.53 PPG states that, 'where an identified need exists, plans are expected to make use of the optional technical housing standards (footnote 46 of the NPPF). To help bring forward an adequate supply of accessible housing. In doing so planning policies for housing can set out the proportion of new housing that will be delivered to the following standards:

- *M4(1) Category 1: Visitable dwellings (the minimum standard that applies where no planning condition is given unless a plan sets a higher minimum requirement);*

- M4(2) Category 2: Accessible and adaptable dwellings; and
- M4(3) Category 3: Wheelchair user dwellings.

*'Planning policies for accessible housing need to be based on evidence of need, viability and a consideration of site-specific factors.'*²⁸

4.54 Optional accessibility standards for dwellings were introduced by the government in 2015 to provide a mechanism for improving accessibility of housing for those with additional needs. National standards have been established and contained within Part M Volume 1 of the Building Regulations²⁹ as set out in Table 4.12. The M4(1) visitable dwelling is the mandatory minimum standard applied to all new dwellings. Only one accessible housing standard can apply to any dwelling. The M4(2) accessible and adaptable dwelling standard is based on, and in 2015 effectively replaced, the 'Lifetime Homes' standard. The optional standards are now being proposed by local authorities in their local plans.

Standard Label	Standard title	Level of accessibility provided	Mandatory or optional
M4(1)	Visitable dwellings	Level access not necessarily provided into the dwellings – few accessibility features	Mandatory
M4(2)	Accessible and adaptable dwellings	Level access is provided into the dwelling – easy to adapt to make more accessible – not suitable for most wheelchair users	Optional
M4(3)	Wheelchair user dwellings	Dwellings suitable for wheelchair users: either wheelchair accessible or wheelchair adaptable	Optional

4.55 The household survey has indicated that residents in 495 households (0.9%) require wheelchair adapted dwellings either now or within the next five years in 2019 (Table 4.13). Over the plan period, this number is expected to increase by a further 51 resulting in an overall need for 545 wheelchair adapted dwellings. This will be achieved through the adaptation of existing properties and through newbuild housing. It is important to consider that some dwellings will not be capable of adaptation or are situated in an area that is unsuitable for people with disabilities. For example, dwellings that are built on a hill, have poor vehicular access, or are located some distance from health care, support and retail facilities.

²⁸ PPG June 2019 Paragraph: 009 Reference ID: 63-009-20190626

²⁹https://www.planningportal.co.uk/info/200135/approved_documents/80/part_m_-_access_to_and_use_of_buildings

Age Group	Year			% dwellings needing wheelchair adaptations	Number of wheelchair adapted dwellings required by age group		
	2019	2033	change		2019*	2033	Change
16-24	1,395	1,615	220	0.0	0	0	0
25-34	6,067	5,556	-511	0.0	0	0	0
35-44	7,479	8,881	1,402	1.5	114	136	21
45-59	15,550	13,842	-1,708	-0.8	118	105	-13
60-74	13,513	15,153	1,640	1.2	158	177	19
75-84	6,347	8,593	2,246	0.5	32	44	11
85+	2,320	4,441	2,121	1.8	43	81	39
Total	52,671	58,081	5,410	0.9	495	545	51
Source	MHCLG 2014-based household projections			2020 household survey	*2020 survey applied to MHCLG 2014-based household projections		

4.56 In order to establish an appropriate target for M4(3) dwellings, Table 4.14 sets out a series of assumptions regarding wheelchair use and the resulting annual need for new-build wheelchair adapted properties.

Assumption	% requirement	Number each year (based on target of 454)
Wheelchair use from the English Housing Survey 2014/15 – households using wheelchair all the time	1%	5
Wheelchair use from the English Housing Survey 2014/15 – households using wheelchair either indoors or outdoors	3.6%	16
Aspire report on wheelchair accessible housing ³⁰	10%	45
District need over plan period ³¹	1%	5

4.57 According to PPG³² 'Local Plan policies for wheelchair accessible homes should be applied only to those dwellings where the local authority is responsible for allocating or nominating a person to live in that dwelling.' This would imply that the onus on wheelchair accessible housing delivery is with the Local Authority/Registered Providers. Any final targets should be set within the context of likely levels of delivery.

4.58 Given the ageing population in the district and the identified levels of disability amongst the population, it is recommended that a policy to provide new homes built to

³⁰ Wheelchair Accessible Housing: Waiting for appropriate housing in England, Aspire October 2014 recommends that the national government should set a minimum requirement of 10% of all new build properties across all tenures to be wheelchair accessible

³¹ This is based on a need for 545 wheelchair accessible dwellings needed over the plan period 2019 to 2033 (14 years). This represents 1% of households (545*100/53,114). Given that some existing dwellings are likely to be converted, modelling assumes that a similar ratio of 1% of new build dwellings should be wheelchair accessible

³² Paragraph: 009 Reference ID: 56-009-20150327

accessibility standards is included in the local plan. On the basis of available evidence, it is therefore suggested:

- that a minimum of 1% of new dwellings are built to M4(3) wheelchair accessible standard; and
- a minimum of 23% of new dwellings are built to M4(2) standard based on the proportion of households in the district who would currently benefit from M4(2) accessible housing.

- 4.59 Evidence indicates that 22.9% of residents in households are estimated to have a disability and 19.7% of residents in households have their activities limited in some way. The 2020 household survey indicates that 26.3% of residents in households have an illness or disability. An average of these three figures establishes the 23% requirement.
- 4.60 When setting a target for M4(3) standard housing, the council should be mindful of PPG which states that Local Plan policies for wheelchair accessible homes should be applied only to those dwellings where the local authority is responsible for allocating or nominating a person to live in that dwelling³³. It should also be noted that any percentage requirements for accessible housing are subject to cumulative viability testing. It is also recommended that needs are monitored closely given the ageing population over the plan period.

Stakeholder views on specialist housing

- 4.61 The stakeholder survey did not receive many responses about specialist housing and no responses were received from specialist housing providers. One stakeholder reported that there is a gap in housing for older people, in particular specialist housing with better access for people with mobility constraints. In terms of new build standards, a comment received was that all premises should be capable of adaptation without significant cost i.e. door widths, (electrical) plug heights and space for mobility vehicles.

³³ Paragraph: 009 Reference ID: 56-009-20150327 Housing Optional Technical Standards

Life experience-related housing need

- 4.62 Supported accommodation in its broadest sense is generally provided for those individuals or households who are vulnerable to tenancy failure. For many this will be due to life experiences which may have disadvantaged their ability to live independently. These may include time in an institution or care, asylum or a history of abuse. The support required here may be shorter term with the intention of promoting independence in the longer term.
- 4.63 Limited information was available from the stakeholder survey but data relating to substance misuse is provided by PANSI (Table 4.15).

Substance Misuse	2019	2035
Alcohol-related problems (18-64)	3,185	3,138
Drug dependence (18-64)	2,319	2,381

Source: PANSI

Armed forces veterans

- 4.64 Data has been compiled by the Ministry of Defence which estimates the size of the veteran population living in households in 2016. This estimates that 4.32% of people living in Nottinghamshire have served in the armed forces and applying this proportion to the population on Newark and Sherwood suggests a veteran population of around 5,300. The wider ex-service community includes adult and child dependents of ex-military personnel. The Royal British Legion estimates that in England in 2012, 1.5% of the population were children of ex-service personnel, and 3.2% of the population were adult dependents of ex-service personnel. The council is a signatory of the armed forces covenant and encourages local communities in supporting the armed forces community.
- 4.65 There are around 723 households who contain someone who has served in the armed forces within the past five years. The proportion of these households in some form of housing need is 13.6%. All households in need state that the main reason for their housing need is that their accommodation is too difficult to maintain. This suggests that at least some of this group would benefit from moving to more suitable accommodation.
- 4.66 The following dwelling mix analysis provides further insight into the current range of dwellings occupied by veterans and their future aspirations and expectations. This information is summarised in Table 4.16. The majority of veteran households live in 3 and 4-bedroom houses (87.3%), with the main aspiration being for 2-bedroom bungalows. The move from a 3 or 4-bedroom house to a 2-bedroom bungalow corresponds with the households who are in need and finding it difficult to maintain their current property.

Current accommodation	Current accommodation profile (%)	Aspirations (%)	Expectations (%)
1-bedroom house	0.0	0.0	0.0
2-bedroom house	3.9	0.0	0.0
3-bedroom house	32.8	40.5	50.3
4 or more-bedroom house	54.5	29.5	42.2
1-bedroom flat	0.0	0.0	0.0
2-bedroom flat	0.0	0.0	0.0
3 or more-bedroom flat	0.0	0.0	0.0
1-bedroom bungalow	0.0	0.0	0.0
2-bedroom bungalow	8.8	30.0	0.0
3 or more-bedroom bungalow	0.0	0.0	7.6
1-bedroom other	0.0	0.0	0.0
2-bedroom other	0.0	0.0	0.0
3 or more-bedroom other	0.0	0.0	0.0
Total	100.0	100.0	100.0
Base	723	151	105

Source: 2020 household survey

- 4.67 Apart from future dwelling size and type, there is the potential for some of the veteran households to need adaptations, either to their current or in a future accommodation. The data suggests around 26.0% of veteran households contain someone with a disability, around 90.0% contain a single person with a disability and 10.0% contain two people with a disability.
- 4.68 Around 29.6% of veteran households containing someone with a disability already have some form of adaptation in their current accommodation. 14.8% of veteran households stated that they will require adapted accommodation in the future due to their injuries.

Homelessness

- 4.69 Ministry of Housing, Communities and Local Government (MHCLG) homelessness statistics for the year 2017/18 indicate that a total of 124 decisions were made on households declaring themselves as homeless in the district and claiming assistance under the Act (Table 4.17). Of these households, 88 (71.0%) were classified as homeless and in priority need. The percent accepted as homeless has declined over the eight time periods presented. The 2017/18 figure is the lowest recorded. Over the eight years reported, the average acceptance rate has been 83.8%.

Year	Total decisions	Accepted as homeless	Homeless but not priority	Eligible but not homeless	Intentionally homeless	% acceptances
2010-11	103	96	3	3	1	93.2
2011-12	124	110	2	8	4	88.7
2012-13	131	119	1	6	5	90.8
2013-14	145	127	-	8	6	87.6
2014-15	139	121	-	10	-	87.1
2015-16	128	94	-	18	-	73.4
2016-17	131	104	-	-	15	79.4
2017-18	124	88	--	--	22	71.0
Total	1,025	859	6	53	53	83.8
Annual Average	128.1	107.4	2.0	8.8	8.8	

Source: Ministry of Housing, Communities and Local Government (MHCLG) Homelessness Statistics

- 4.70 The 2020 household survey identifies 396 (2.4%³⁴) households who had been previously homeless or living in temporary accommodation and had moved to their present accommodation in the past five years.
- 4.71 Table 4.18 presents a range of information relating to the characteristics of previously homeless households or those living in temporary accommodation and the dwelling choices that they have made.

Household type	%	Current dwelling type	%
Single adult (under 65)	81.5	House	6.8
Single adult (65 or over)	9.7	Flat	25.9
Couple only (both under 65)	4.1	Bungalow	67.3
Couple only (one or both over 65)	2.8		
Couple with 3 or more children under 18	2.0		
Total	100.0	Total	100.0
Current tenure	%	Previous location	%
Owner occupied	8.8	Within the district	44.6
Private rented	37.2	Outside the district	55.4
Affordable	54.0	Abroad / varies	0.0
Total	100.0	Total	100.0
Current income (gross weekly)	%	Current number of bedrooms	%
Under £150	0.0	1-bedroom	77.0
£150 to <£350	91.1	2-bedroom	14.1
£350 to <£750	8.8	3 or more-bedrooms	8.9
Total	100.0	Total	100.0

Base: 1,395 households previously homeless or living in temporary accommodation

Source: 2020 household survey

³⁴396 out of 16,322 (total respondents to this question)

Cultural heritage related housing need

4.72 For those from a black and minority ethnic (BAME) background there may be cultural heritage or religion related determined needs which impact on the type of accommodation required. This would include the specific needs of particular BAME³⁵ households as well as those from travelling communities.

BAME households

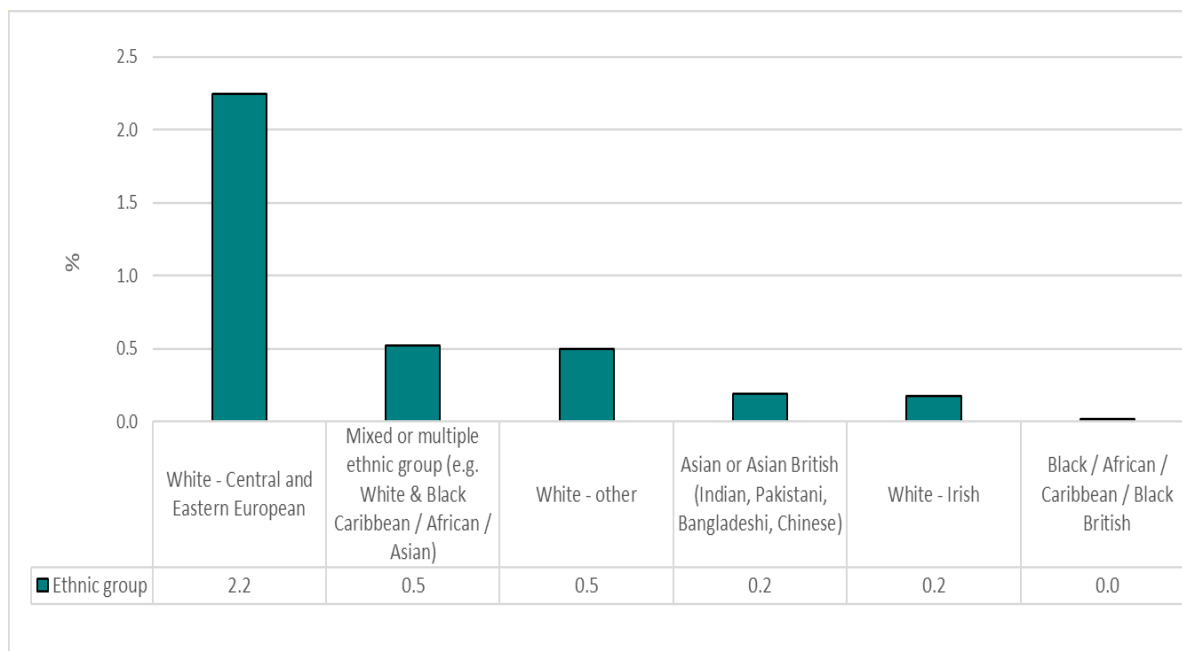
4.73 The 2020 household survey found that 96.4% of Household Reference People (HRP) in Newark and Sherwood District described themselves as White British and 3.6% describe themselves as having other ethnicities.

4.74 Respondents to the stakeholder survey commented that the district has large employers which attract of Eastern European (EU) workers to the district and this has contributed to the strength of the housing market. One agent reported that customers were probably an even split of Eastern European people and locals.

4.75 The following chart (Figure 4.3) summarises ethnic groups excluding White British. Almost half of BAME households (49.3%) live in the Newark sub-area and a further 17.6% live in the Sherwood sub-area.

4.76 In terms of housing need, 12.7% of all BAME households were in some form of housing need compared with 9.9% of all households (Table 4.19) and overall, 4.5% of all households in need were BAME. The only reason for BAME households being in need was major disrepair or unfitness.

Figure 4.3 Percentage of households by ethnic group other than White British



Source: 2020 household survey

³⁵ Households not identifying as 'White British'

Table 4.19 Housing need across BAME and all households		
Reason for housing need	BAME (%)	All Households (%)
N1 Under notice	0.0	5.9
N2 Too expensive	0.0	11.5
N3 Overcrowded	0.0	16.9
N4 Too difficult to maintain	0.0	27.2
N5 Sharing facilities	0.0	0.0
N6 Mobility/special need and unsuitable	0.0	17.6
N7 Lacks amenities	0.0	1.6
N8 Major disrepair	100.0	7.9
N9 Harassment/threats of harassment	0.0	11.3
% with one or more housing need	12.7	9.9
Base (all households with one or more housing need)	239	5,265
Base	1,881	53,115

Source: 2020 household survey

- 4.77 Figure 4.4 presents the characteristics of BAME households derived from the household survey.

Asylum seeker and refugees

- 4.78 According to the latest Home Office data, there have been 65 refugees resettled to the district under the Vulnerable Persons Resettlement Scheme since 2014. The first resettlements occurred between October and December 2016 and there has been an average of five each calendar quarter between October 2016 and December 2019.
- 4.79 Since reporting began in March 2014, Home Office data has reported 0 asylum seekers in receipt of Section 95 support in Newark and Sherwood. This is support for asylum seekers who have an asylum claim or appeal outstanding and failed asylum seekers who had children in their household when their appeal rights were exhausted, and includes those in receipt of:
- **Dispersed accommodation** - those in receipt of accommodation only, or both accommodation and subsistence; and
 - **Subsistence only** - whereby the applicant receives cash to support themselves but who have found their own accommodation

Figure 4.4 Characteristics of BAME households in Newark and Sherwood District



Source: 2020 household survey

Gypsy and Traveller Households

- 4.80 The district has a large Gypsy and Traveller population compared to many other local authorities. The 2011 Census identified 253 residents and 71 households.
- 4.81 The MHCLG Traveller Caravan Count (July 2019) identified a total of 283 caravans in Newark and Sherwood. All are identified as being on authorised sites (with planning permission) and are private rather than socially rented. 12 out of the 283 caravans have temporary planning permission. For three out of the seven counts prior to July 2019 there have been records of caravans on unauthorised sites, all of which have been classified as 'not tolerated'.
- 4.82 The MHCLG count of Travelling Showpeople caravans (undertaken annually every January) has recorded no Travelling Showpeople caravans in Newark and Sherwood between January 2014 and 2019.
- 4.83 A new Gypsy and Traveller Accommodation Assessment for the district has been produced and issued in February 2020. This recorded 379 existing pitches and identified a future need for 118 pitches between 2013-33 for households who meet the planning definition of a traveller. In addition 30 pitches to meet the needs of those households who did not meet the planning definition, and a potential further 21 pitches for undetermined households were also projected over the same time period.

Other groups with particular housing requirements

- 4.84 This chapter concludes with a summary of the other household groups who have particular housing requirements in Newark and Sherwood.

People who rent their homes

- 4.85 Chapter 2 presents a range of data on the characteristics of households who rent their homes – either privately or from a social housing provider.

Younger people

- 4.86 The needs of younger people are considered in the overall affordable need and market mix analysis. Of all existing households in need, 4.6% have an HRP aged under 35. Affordable housing needs analysis indicates a household formation rate of 786 each year and 21.1% require affordable housing. The breakdown by number of bedrooms needed for all newly forming households is: 14.9% 1-bedroom, 29.9% 2-bedroom, 46.8% 3-bedroom, 8.4% 4 or more-bedroom.
- 4.87 The dwelling mix analysis provides an insight into the current range of dwellings occupied by younger people and their aspirations and expectations. This material is summarised in Table 4.20. The majority of younger households live in 2 and 3-bedroom houses (70.7%), and although there is an aspiration towards 4-bedroom dwellings households are realistically expecting to move to a 3-bedroom house.

Dwelling type/no. of bedrooms	16-34 Age Group		
	Current stock profile (%)	Aspirations (%)	Expectations (%)
1-bedroom house	0.2	0.4	11.9
2-bedroom house	31.1	12.2	14.2
3-bedroom house	39.6	36.1	45.9
4 or more-bedroom house	17.2	45.2	28.0
1-bedroom flat	0.0	0.0	0.0
2-bedroom flat	5.9	0.0	0.0
3 or more-bedroom flat	0.0	0.0	0.0
1-bedroom bungalow	5.8	0.0	0.0
2-bedroom bungalow	0.0	0.0	0.0
3 or more-bedroom bungalow	0.2	6.1	0.0
1-bedroom other	0.0	0.0	0.0
2-bedroom other	0.0	0.0	0.0
3 or more-bedroom other	0.0	0.0	0.0
Total	100.0	100.0	100.0
Base	4,596	1,956	2,002

Source: 2020 household survey

First time buyers

- 4.88 Analysis in Chapter 4 provided detailed information on the incomes of different types of household which will include first time buyers. The household survey also provides evidence of the range of dwellings moved into by first-time buyers. Most moved to 2- and 3-bedroom houses: 26.8% 2-bedroom, 46.8% 3-bedroom, with 8.2% moving to a 1-bedroom bungalow. 76.8% had a household income of at least £39,000 and 42.5% and income of between £23,400 up to £39,000.

Self-build and custom housebuilding

- 4.89 The National Planning Policy Framework (NPPF) 2019 set out that the government wants to enable more people to build their own homes and wants to make this form of housing a mainstream housing option. The Self-Build and Custom Housebuilding Act 2015 and subsequent Self-Build and Custom Housebuilding (Register) Regulations 2016 require authorities to maintain a register of those who have expressed an interest in buying serviced plots. Local authorities are under a duty to have regard to these registers in carrying out their planning function. The 2020 household survey found that of newly forming households, 14.1% would be interested in a self-build scheme.
- 4.90 An anonymous copy of the council's register was analysed and contained 31 applications registered between 17th December 2018 and 24th November 2019. The effective number of applications is likely to be smaller due to:
- applicants currently living outside the district (9);
 - applicants seeking plots outside the district or a location either inside or outside the district (4); and

- applicants that state they already own plots (4).
- 4.91 All applicants were housed except one and all lived in houses, other than 2 who currently lived in a flat.
- 4.92 Questions related to plot size were completed only by 12 applicants and ranged from 600sqm to 8,000+sqm
- 4.93 The number of bedrooms being considered were:
- 4 or more bedrooms = 14;
 - 2 or 3 bedrooms = 14;
 - 1 bedroom = nil; and
 - unsure = 3
- 4.94 It is difficult to assess the preferred location of plots as some applicants had wide areas of choice others were more selective. Of those seeking plots solely in the district, 8 applicants stated anywhere in the district and others stated a large selection of rural settlements. Southwell was the built-up area that featured in most of the applications that were seeking a number of areas but not anywhere in the district.
- 4.95 We examined a snapshot of planning applications for the erection of single dwellings over the period February to early May 2020 and found 24 applications, 2 of which were identified in the register. We have no way of knowing whether these were registered self or custom build projects but if this number is extrapolated to an annual rate (24x3=72), it is clear that plots do exist across the district and are potentially available to self or custom builders. Further, we visited websites to support self-builders and those selling land. Our snapshot of websites revealed 6 suitable plots on offer as of May 2020. Many more plots are listed but were discounted because of their existing use e.g. agricultural use, woodland and grassland.
- 4.96 In conclusion we find that there is no significant implication for the housing requirement as all but one applicant is currently housed. Looking at the choice of location and preferred dwelling type and applicants project aims, the motivation for seeking a self or custom build plot can be described as aspirational.
- 4.97 Given the diversity of locational preferences and the relatively small number of applications some of which already have plots, the evidence does not exist to justify site allocations. However, it is likely that plots at Southwell, if offered, would prove popular.

Student housing need

- 4.98 In the 2011 Census there were 5,261 students in Newark and Sherwood District and 390 households where the HRP was a full-time student. No student households were identified in the 2020 household survey. Respondents to the stakeholder survey stated that the student market in Newark and Sherwood is very small.
- 4.99 Lincoln College has a campus in Newark which offers a small number of 'career degrees' validated by the University of Hull. Nottingham Trent University has Brackenhurst Campus to the south of Southwell and there has been investment in teaching and accommodation since 1999. The Core Strategy states that

'The District Council will work with Nottingham Trent University and other partners to support the development of new educational and research facilities and additional student accommodation at the Brackenhurst Campus' (SOAP 2).'

- 4.100 Several other universities are within a commutable radius such as the University of Nottingham, Nottingham Trent University and the University of Lincoln.

Conclusion

- 4.101 In accordance with PPG, the HNA has considered the future need for specialist accommodation, the need for residential care and considered the role of general housing in meeting needs, in particular bungalows and homes that can be adapted to meet a change in needs.
- 4.102 The number of households headed by someone aged 60 or over is expected to increase by 27.1% between 2019 and 2033. According to household survey data the majority of older people aged 65 and over (73.9%) wanted to continue to live in their current homes with help and support when needed. 15.2% were planning to move in the next five years. Information from the household survey reveals a need to build smaller dwellings, particularly flats and bungalows for older people in the general market and specialist older persons' housing provision.
- 4.103 Across the district, there are currently around 3,206 units of specialist older persons accommodation. It is estimated that an additional 1,344 units of specialist older person accommodation will be needed by 2033. The HNA does not specify the precise nature of specialist older person dwellings to be built. This is to allow flexibility in delivery and PPG states that 'any single development may contain a range of different types of specialist housing'³⁶.
- 4.104 A key conclusion is that there needs to be a broader housing offer for older people across the district and the HNA has provided evidence of the scale and range of dwellings needed.
- 4.105 A wealth of information has been assembled from various sources which helps to scope out the likely level of disability across the district's population. Although it is a challenge to quantify the precise accommodation and support requirements, the HNA has helped to scope out where needs are arising and has provided indicators of specific needs across various needs groups.
- 4.106 Regarding housing for people with a health or disability related need, the 2020 household survey indicates that 22.9% of all residents have an illness or disability. This compares with 20.0% residents having fair/bad/very bad health reported in the 2011 Census. Around 7.5% of households live in dwellings that have either been purpose-built or adapted for someone with an illness or disability. There is expected to be an increase of around 427 dwellings needing major adaptation across all households to 2033.

³⁶ PPG June 2019 Paragraph: 010 Reference ID: 63-010-20190626

- 4.107 Given the ageing population of the district and the identified levels of disability amongst the population, it is recommended that 1% of new dwellings are built to wheelchair accessible M4(3) standard and a minimum of 23% all new dwellings are built to M4(2) accessible and adaptable standard.

5. Overall housing need, affordable need and recommendations for dwelling type and mix

Overall housing need

- 5.1 The target for housing delivery is 454 dwellings each year as presented in the Amended Core Strategy of March 2019. In comparison, the government's standard method calculation indicates a minimum need of 493 dwellings each year and the revised standard method currently out for consultation increases the need to 764 each year.

Affordable housing need

- 5.2 A detailed analysis of affordable housing need in accordance with PPG is presented at Appendix C. This establishes an overall gross affordable need of 617 and after taking into account existing supply, affordable lettings and newbuild the net shortfall is 243 affordable dwellings each year. This number is higher than the 152 reported in the 2014 HNA.
- 5.3 Analysis confirms an affordable tenure split of 60% affordable rented and 40% affordable home ownership remains appropriate for Newark and Sherwood.
- 5.4 The overall mix of affordable housing (rented and affordable home ownership) is summarised in Table 5.1. A full breakdown of need and a detailed analysis of affordable need is presented at Appendix C.

Table 5.1 Dwelling type and number of bedroom mix for affordable rented and intermediate tenures

Dwelling type/no. of bedrooms	Affordable/Social Rented	Intermediate
1 or 2-bedroom house	19.1	6.0
3-bedroom house	23.7	36.6
4 or more-bedroom house	15.5	36.6
1-bedroom flat	5.9	0.0
2 or 3-bedroom flat	0.1	0.2
1-bedroom bungalow	9.9	1.3
2-bedroom bungalow	21.0	8.3
3 or more-bedroom bungalow	2.5	11.0
Other	2.3	0.0
Total	100.0	100.0

- 5.5 The recommended profile of new affordable/social rented dwellings based on gross need by sub-area is shown in Table 5.2 (number of bedrooms) and Table 5.3 (dwelling type and number of bedrooms).

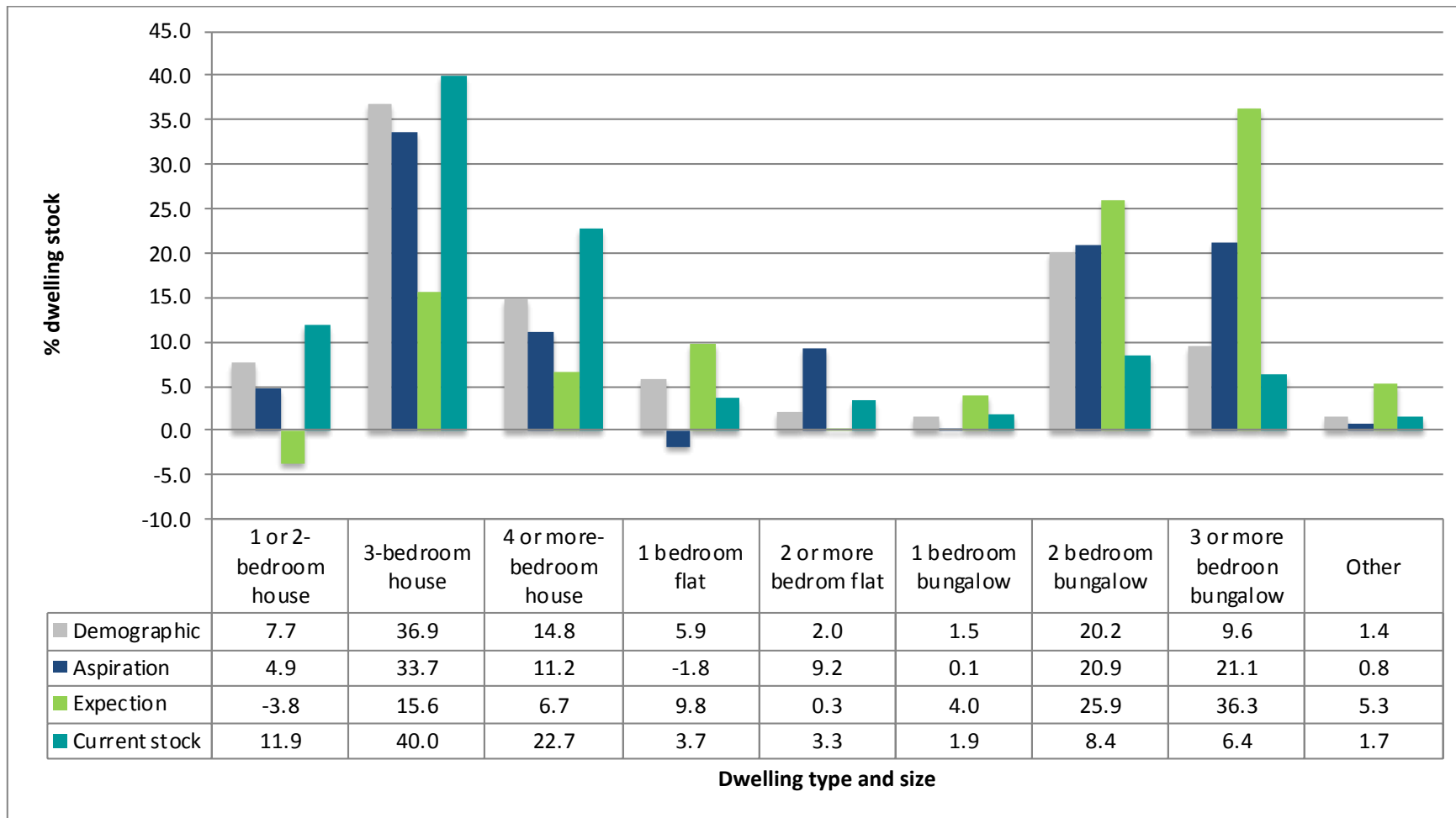
Number of bedrooms	Sub-Area								Newark and Sherwood
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
One	3	12	69	0	7	14	0	2	108
Two	16	16	100	2	26	54	27	11	252
Three	7	48	38	13	3	22	27	4	162
Four	5	36	50	0	0	0	0	4	95
Total	31	112	258	15	35	90	54	21	617

Dwelling type/size	Sub-Area								Newark and Sherwood
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
1 or 2-bedroom house	58.6	0.0	11.7	0.0	71.0	42.5	0.0	27.2	19.1
3-bedroom house	21.6	42.5	14.8	79.0	8.3	17.3	42.3	0.0	23.7
4 or more-bedroom house	16.6	32.2	19.5	0.0	0.0	0.0	0.0	17.9	15.5
1-bedroom flat	0.0	11.0	7.1	0.0	0.0	6.5	0.0	0.0	5.9
2 or 3-bedroom flat	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.7	0.1
1-bedroom bungalow	0.0	0.0	19.8	0.0	0.0	8.9	0.0	9.7	9.9
2-bedroom bungalow	3.1	14.2	27.1	12.2	20.7	17.9	23.6	23.2	21.0
3 or more-bedroom bungalow	0.0	0.0	0.0	8.8	0.0	6.8	7.7	18.2	2.5
Other	0.0	0.0	0.0	0.0	0.0	0.0	26.4	0.0	2.3
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Gross annual need	31	112	258	15	35	90	54	21	617

Future dwelling mix and development priorities

- 5.6 Having considered the overall housing need, affordable need and the needs of particular groups, this chapter establishes an overall dwelling type, size and tenure mix for Newark and Sherwood District. The detailed analysis underpinning this chapter is presented in Appendix D and covers the period 2019-2033.
- 5.7 In summary, the analysis uses the following data sources:
- household projections;
 - dwelling stock information;
 - data identifying the relationships between households and dwellings derived from the 2020 household survey; and
 - data from the affordable housing need calculation.
- 5.8 The analysis considers overall dwelling type and mix under three scenarios:
- a **current demographic** scenario which assumes the relationship between households and the dwellings they occupy remains the same over the period;
 - an **aspirations** scenario which looks at the aspirations of households by age group and household type; and
 - an **expectations** scenario which considers what households expect to move to by age group and household type.
- 5.9 Figure 5.1 explores future dwelling mix and development priorities under these scenarios. Data relating to houses has been grouped into smaller 1 to 3 bedroom houses and larger 4 or more bedroom houses, recognising that most of the smaller houses built will have 2 or 3 bedrooms.
- 5.10 Under the current demographic scenario, strongest need is for 2 to 3 -bedroom houses and 2-bedroom bungalows. Analysis of household aspirations and expectations suggests a similar profile of need but an increasing emphasis on the need for bungalows and reduced need for 4 or more-bedroom houses.

Figure 5.1 Summary of dwelling types in current stock (all tenures under the current baseline demographic, aspiration and expectation scenarios)



Source: 2020 household survey

Summary of scenarios

5.11 Table 5.4 summarises the outputs of the dwelling type/mix scenario analysis.

Dwelling type and number of bedrooms	Scenario			Current stock (%)
	Demographic baseline (%)	Aspiration (%)	Expectation (%)	
1 or 2-bedroom house	7.7	4.9	-3.8	11.9
3-bedroom house	36.9	33.7	15.6	40.0
4 or more-bedroom house	14.8	11.2	6.7	22.7
1-bedroom flat	5.9	-1.8	9.8	3.7
2 or more- bedroom flat	2.0	9.2	0.3	3.3
1-bedroom bungalow	1.5	0.1	4.0	1.9
2-bedroom bungalow	20.2	20.9	25.9	8.4
3 or more-bedroom bungalow	9.6	21.1	36.3	6.4
Other	1.4	0.8	5.3	1.7
Total	100.0	100.0	100.0	100.0
Dwelling type	Demographic baseline (%)	Aspiration (%)	Expectation (%)	Current stock (%)
House	59.4	49.8	18.4	74.6
Flat	7.9	7.3	10.0	7.0
Bungalow	31.3	42.0	66.3	16.7
Other	1.4	0.8	5.3	1.7
Total	100.0	100.0	100.0	100.0
Number of bedrooms	Demographic baseline (%)	Aspiration (%)	Expectation (%)	Current stock (%)
1	8.3	-3.5	16.6	7.1
2	30.2	32.6	24.8	23.6
3	46.7	60.7	51.9	46.5
4	14.8	10.2	6.7	22.7
Total	100.0	100.0	100.0	100.0

Note: Minus figures indicate there is sufficient supply of a particular dwelling type under the scenario

Source: 2020 household survey

Overall dwelling mix and development priorities by tenure 2019-2033

5.12 Table 5.5 summarises dwelling type/size mix based on the demographic scenario. This analysis assumes the Amended Core Strategy annual target of 454 dwellings based over the period 2019-2033, an overall affordable housing delivery of around 18% and intermediate of 12%. This is in line with current planning policy, tenure split recommendations and factors in the dwelling type/size analysis carried out as part of the affordable housing need calculation. The table shows the overall dwelling mix by tenure.

Table 5.5 Overall dwelling type and number of bedrooms by and tenure mix under baseline demographic scenario, 2019-2033 (Tenure%)

Dwelling type and number of bedrooms	Tenure			Total
	Market	Affordable Rented	Intermediate	
1 or 2-bedroom house	5.0	19.1	6.0	7.7
3-bedroom house	40.4	23.5	37.0	36.9
4 or more-bedroom house	10.9	15.5	37.0	14.8
1-bedroom flat	6.9	5.9	0.0	5.9
2 or more-bedroom flat	2.8	0.1	0.2	2.0
1-bedroom bungalow	-0.6	9.9	1.3	1.5
2-bedroom bungalow	22.1	21.0	7.4	20.2
3 or more-bedroom bungalow	11.2	2.7	11.1	9.6
Other	1.5	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Dwelling type	Market	Affordable Rented	Intermediate	Total
House	56.3	58.0	80.0	59.4
Flat	9.6	6.0	0.2	7.9
Bungalow	32.7	33.6	19.8	31.3
Other	1.5	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Number of bedrooms	Market	Affordable Rented	Intermediate	Total
1	7.0	17.5	1.8	8.3
2	30.4	40.8	13.2	30.2
3	51.7	26.2	48.1	46.7
4	10.9	15.5	37.0	14.8
Total	100.0	100.0	100.0	100.0

Source: 2020 household survey

Sub-area dwelling mix and development priority analysis

- 5.13 Having established an overall dwelling mix by type and size for the district as a whole, this section considers the sub-area dwelling mix and development priorities.
- 5.14 This is complementary analysis to the district-level analysis. Because detailed demographic projection data is not available at sub-area level, this analysis focuses on:
- the aspirations/expectations of market housing for households planning to move at the sub-area level;
 - the need for affordable rented housing based on the findings of sub-area housing need analysis; and
 - the need for affordable home ownership housing based on the district-wide need (this is used because the samples considering affordable home ownership at the sub-area level are too low for meaningful results).

- 5.15 Table 5.6 summarises the current dwelling stock profile by sub-area and Tables 5.7 to 5.14 set out future development priorities by tenure each specific sub-areas.

Dwelling type/number of bedrooms	Sub-areas								District
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
1 to 2-bedroom house	9.2	9.3	19.2	6.3	9.1	3.4	11.6	10.6	11.8
3-bedroom house	30.9	41.8	44.2	32.7	30.8	46.3	29.0	30.5	40.0
4 or more-bedroom house	31.5	21.7	12.0	44.8	34.7	17.2	42.8	37.7	22.7
1-bedroom flat	0.3	2.3	6.2	0.7	0.0	4.6	1.3	1.1	3.7
2 or more-bedroom flat	1.9	2.1	6.6	2.8	0.4	1.4	1.1	0.0	3.3
1-bedroom bungalow	0.9	0.0	2.4	0.5	2.4	3.2	0.5	4.3	1.9
2-bedroom bungalow	11.5	13.6	4.4	4.8	10.8	12.6	6.3	7.5	8.4
3 or more-bedroom bungalow	13.3	6.9	2.6	6.5	11.0	9.7	6.1	7.3	6.4
Other	0.5	2.2	2.3	0.8	0.8	1.5	1.4	1.0	1.7
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Dwelling type									
House	71.6	72.9	75.4	83.8	74.6	66.9	83.3	78.8	74.5
Flat	2.2	4.4	12.8	3.6	0.4	6.0	2.4	1.1	7.0
Bungalow	25.8	20.5	9.5	11.9	24.2	25.6	12.8	19.1	16.8
Other	0.5	2.2	2.3	0.8	0.8	1.5	1.4	1.0	1.7
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Number of bedrooms									
1	2.0	3.5	11.4	1.7	3.6	8.6	2.5	7.1	7.1
2	22.3	25.5	29.8	14.4	19.9	18.2	19.7	17.3	23.6
3	44.2	49.3	46.8	39.2	41.8	56.0	35.1	37.8	46.5
4	31.5	21.7	12.0	44.8	34.7	17.2	42.8	37.7	22.7
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Base (2020 household survey)	2,565	7,156	18,569	2,272	3,688	10,235	6,220	1,467	52,172

Source: VOA 2019

Table 5.7 Dwelling mix and future development priorities : Collingham

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	9.2	4.9	58.6	6.0
3-bedroom house	30.9	46.8	21.6	35.8
4 or more-bedroom house	31.5	17.9	16.6	35.8
1-bedroom flat	0.3	0.0	0.0	0.0
2 or more-bedroom flat	1.9	1.9	0.0	0.4
1-bedroom bungalow	0.9	2.0	0.0	2.4
2-bedroom bungalow	11.5	12.6	3.1	7.9
3 or more-bedroom bungalow	13.3	13.9	0.0	11.7
Other	0.5	0.0	0.0	0.0
Total	100.0	100.0	100.0	100.0

Table 5.8 Dwelling mix and future development priorities: Mansfield Fringe

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	9.3	12.0	0.0	6.0
3-bedroom house	41.8	26.9	42.5	35.8
4 or more-bedroom house	21.7	34.3	32.2	35.8
1-bedroom flat	2.3	2.5	11.0	0.0
2 or more-bedroom flat	2.1	0.0	0.0	0.4
1-bedroom bungalow	0.0	0.0	0.0	2.4
2-bedroom bungalow	13.6	3.5	14.2	7.9
3 or more-bedroom bungalow	6.9	20.7	0.0	11.7
Other	2.2	0.0	0.0	0.0
Total	100.0	100.0	100.0	100.0

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	19.2	19.5	11.7	6.0
3-bedroom house	44.2	30.7	14.8	35.8
4 or more-bedroom house	12.0	25.5	19.5	35.8
1-bedroom flat	6.2	4.0	7.1	0.0
2 or more-bedroom flat	6.6	4.9	0.0	0.4
1-bedroom bungalow	2.4	0.0	19.8	2.4
2-bedroom bungalow	4.4	7.4	27.1	7.9
3 or more-bedroom bungalow	2.6	6.7	0.0	11.7
Other	2.3	1.3	0.0	0.0
Total	100.0	100.0	100.0	100.0

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	6.3	9.1	0.0	6.0
3-bedroom house	32.7	46.7	79.0	35.8
4 or more-bedroom house	44.8	22.7	0.0	35.8
1-bedroom flat	0.7	0.0	0.0	0.0
2 or more-bedroom flat	2.8	3.3	0.0	0.4
1-bedroom bungalow	0.5	0.0	0.0	2.4
2-bedroom bungalow	4.8	7.5	12.2	7.9
3 or more-bedroom bungalow	6.5	9.2	8.8	11.7
Other	0.8	1.5	0.0	0.0
Total	100.0	100.0	100.0	100.0

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	9.1	15.5	71.0	6.0
3-bedroom house	30.8	20.2	8.3	35.8
4 or more-bedroom house	34.7	35.8	0.0	35.8
1-bedroom flat	0.0	0.0	0.0	0.0
2 or more-bedroom flat	0.4	1.2	0.0	0.4
1-bedroom bungalow	2.4	0.0	0.0	2.4
2-bedroom bungalow	10.8	14.4	20.7	7.9
3 or more-bedroom bungalow	11.0	12.9	0.0	11.7
Other	0.8	0.0	0.0	0.0
Total	100.0	100.0	100.0	100.0

Table 5.12 Dwelling mix and future development priorities: Sherwood

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	3.4	0.0	42.5	6.0
3-bedroom house	46.3	45.2	17.3	35.8
4 or more-bedroom house	17.2	27.9	0.0	35.8
1-bedroom flat	4.6	4.3	6.5	0.0
2 or more-bedroom flat	1.4	1.1	0.0	0.4
1-bedroom bungalow	3.2	0.0	8.9	2.4
2-bedroom bungalow	12.6	15.3	17.9	7.9
3 or more-bedroom bungalow	9.7	6.2	6.8	11.7
Other	1.5	0.0	0.0	0.0
Total	100.0	100.0	100.0	100.0

Table 5.13 Dwelling mix and future development priorities: Southwell

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	11.6	6.6	0.0	6.0
3-bedroom house	29.0	33.3	42.3	35.8
4 or more-bedroom house	42.8	24.0	0.0	35.8
1-bedroom flat	1.3	0.0	0.0	0.0
2 or more-bedroom flat	1.1	5.6	0.0	0.4
1-bedroom bungalow	0.5	0.0	0.0	2.4
2-bedroom bungalow	6.3	14.8	23.6	7.9
3 or more-bedroom bungalow	6.1	15.2	7.7	11.7
Other	1.4	0.5	26.4	0.0
Total	100.0	100.0	100.0	100.0

Table 5.14 Dwelling mix: Sutton on Trent

Dwelling type and number of bedrooms	Current stock profile (%)	Market need profile (%)	Affordable rented need profile (%)	Intermediate need profile (%)
1 to 2-bedroom house	10.6	8.4	27.2	6.0
3-bedroom house	30.5	34.3	0.0	35.8
4 or more-bedroom house	37.7	37.5	17.9	35.8
1-bedroom flat	1.1	0.0	0.0	0.0
2 or more-bedroom flat	0.0	1.1	3.7	0.4
1-bedroom bungalow	4.3	0.0	9.7	2.4
2-bedroom bungalow	7.5	3.4	23.2	7.9
3 or more-bedroom bungalow	7.3	15.2	18.2	11.7
Other	1.0	0.0	0.0	0.0
Total	100.0	100.0	100.0	100.0

Conclusions

- 5.16 The purpose of this chapter has been to explore the relationship between households and dwellings occupied to establish an indication of appropriate dwelling mix and future development priorities for Newark and Sherwood District over the period ending in 2033.
- 5.17 Analysis concludes there is an ongoing need for a range of types and sizes of dwelling across the district. Overall dwelling mix analysis which informs future development priorities indicates a particular need for 3-bedroom houses and 2 or more bedroom bungalows (Table 5.5). There also remains a need for 4 or more-bedroom houses (although more 2-bedroom bungalows are needed than 4 or more bedroom houses). Within the affordable/social rented sector, modelling indicates a particular need for 1 to 3-bedroom houses and 1 and 2-bedroom bungalows. Affordable home ownership need is mainly for 2, 3 and 4 bedroom houses and 2 or more -bedroom bungalows.
- 5.18 When household aspirations and what people would expect are considered, there is a stronger emphasis on bungalows/level access accommodation.
- 5.19 Sub-area analysis has considered appropriate profiles of market, affordable rented and affordable homeownership based on local evidence and help inform future development priorities.
- 5.20 Having established future household change and the implications this has for dwelling type, number of bedrooms and tenure mix, the council can make an informed strategic decision on the type and bedroom profile of dwellings that will need to be built to meet need over the plan period.

6. Conclusion: policy and strategic issues

Introduction

- 6.1 This document has been prepared to equip the council and their partners with robust, defensible and transparent information to help inform strategic decision-making and the formulation of appropriate housing and planning policies. The work also takes account of government policy and planning practice guidance.
- 6.2 The Newark and Sherwood HNA 2020 will help the council plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community.
- 6.3 A clear aim of this HNA is to provide a nuanced understanding of the future housing requirement in accordance with PPG. It is clear that the principal policy challenge is to address the quantity of demographically driven need. Within this are significant changes in the demographic profile of future need.
- 6.4 This concluding chapter summarises key messages from the research findings, structured around a commentary on the current and future housing markets and key local strategic issues.

Housing market and key drivers

- 6.5 Across Newark and Sherwood there are an estimated 57,392 dwellings and 53,115 households and 2.4% of dwellings are vacant. In terms of dwelling stock:
 - 70.6% of occupied dwellings are owner occupied, 14.2% are private rented and 15% are affordable (14.4% rented from council or housing association and 0.6% affordable home ownership);
 - 74.4% of dwellings are houses (30.8% detached, 31.6% semi-detached and 12% terraced), 17% are bungalows and 6.9% are flats and 1.7% are other types of property including caravans;
 - most dwellings have 2 or 3 bedrooms, with 5.8% having 1 bedroom, 23.8% 2 bedrooms, 51.0% 3 bedrooms and 19.4% 4 or more bedrooms;
 - 29.3% of dwellings were built before 1945 and 30% has been built since 1982; and
 - an estimated 18% of all dwelling stock is non-decent.
- 6.6 The population in 2019 was 122,578 and this is due to increase by 10,616 to 133,194 by 2033 (or by 8.7%). The population is projected to increase across all age groups with the largest increases across older age groups (21.8% increase of people aged 65-74, 33% aged 75-84 and 66.1% aged 85+). Latest 2018-based ONS projections suggest an increase of around 6,000 households over the period 2019 to 2033, with an increase of around 6,300 households with a household reference person aged 65 or over and a decline of around 300 households with a household reference person aged under 65.

Prices, rents and affordability

- 6.7 In 2019, lower quartile house prices were £127,500 (East Midlands £138,000, England £152,000) and median prices were £181,750. Lower quartile private rents in 2019 were £498 and median rents were £576.
- 6.8 Across the district, the minimum income required for entry-level/lower quartile renting was £23,904. For buying an entry-level/lower quartile property, the minimum income required was is £32,786. These calculations assumed that a rent is affordable if no more than 25% of household income is spent on rent and if buying, a property should cost no more than 3.5x household income and a 10% deposit is available.
- 6.9 Across most sub-areas, households had to spend at least 25% of income on rent. Across the district, lower quartile income households had to spend 39.8% of income on a lower quartile rent; and median income households had to spend 27.6% on a median rent. This indicates affordability pressures at the lower end of the private rented market.
- 6.10 For open market purchase, the ratio of lower quartile income to price was 7.2x and for median income to median price it was 4.9x. Both ratios are above the benchmark 3.5x and without substantial deposits the ability to buy is a challenge to many households.
- 6.11 Key workers on entry-level grades are generally having to spend more than 25% of their income on rent. Private renting was generally affordable to households with multiple minimum/living wages. For buying, analysis assumed that a 10% deposit was available but indicated that income multiples in excess of 3.5x were generally needed for key workers and those on minimum/living wages who wanted to buy.

The needs of different groups

- 6.12 Particular needs which have been recognised in the HNA include:
- an additional supply of 1,344 units specialist older person accommodation needed by required by 2033;
 - a minimum of 1% of new dwellings are built to M4(3) wheelchair accessible standard; and a minimum of 23% all new dwellings are built to M4(2) accessible and adaptable standard;
 - over the period 2019 to 2035³⁷, there are expected to be an additional 2,418 people aged 65 and over with a mobility problem, 1,064 with a moderate or serious visual impairment, 1,075 with dementia and 3,026 more older people with a limiting long-term illness;
 - there are 2,280 people within a learning disability across the borough and this is projected to increase to 2,522 by 2035³⁸;
 - there are around 5,600 people with one or more psychotic disorders (which produce disturbance in thinking and perception enough to distort perception of reality);

³⁷ Note data not modelled to 2033

³⁸ Note data not modelled to 2033

- 12.9% of black and minority ethnic (BAME) households are in some form of housing need compared with 9.9% of all households; and
 - a need for 118 additional authorised Gypsy and Traveller pitches over the period 2013 to 2033.
- 6.13 The HNA has also evidenced a range of adaptations and home improvements needed by households. This includes more insulation (45.6%), better heating (34%), double glazing (27.1%), bathroom adaptations (20.2%), internal handrails (16.1%), external handrails (13.3%), improved ventilation (12.2%) and adaptations relating to sensory needs (10.1%).

Overall housing need, affordable need and dwelling mix

- 6.14 The target for housing delivery across Newark and Sherwood is 454 each year over the period 2019-2033 as set out in the Amended Core Strategy (March 2019). Over the period 2007/8 to 2018/19 an annual average of 417 dwellings have been built and in the past 5 years 2014/15 to 2018/19 the annual average has increased to 512, of which 21.4% have been affordable.
- 6.15 The gross annual need for affordable housing is 617 and the net need 243 each year based on a clearance of existing (backlog) need over a 5 year period. If the net need is cleared over a 10 year period, the annual need is 86 and if cleared over the period to 2033 the need is 55.
- 6.16 An overall tenure split of 70% market and 30% is reasonable based on this evidence, with an affordable tenure split of 60% social/affordable rented housing and 40% affordable home ownership options as defined in the NPPF. The affordable tenure split is based on the tenure preferences of households in affordable need and what they could afford and supports current policy and confirms that the split evidenced in the previous 2014 housing needs survey remains appropriate.
- 6.17 Table 5.5 sets out recommended future development priorities by tenure, property type and number of bedrooms across Newark and Sherwood.
- 6.18 Overall dwelling mix analysis which informs future development priorities indicates a particular need for 3 bedroom houses and 2 or more bed bungalows. There also remains a need for 4 or more-bedroom houses (although more 2-bedroom bungalows are needed than 4 or more-bedroom houses). Within the affordable/social rented sector, modelling indicates a particular need for 1 to 3-bedroom houses and 1 and 2-bedroom bungalows. Affordable home ownership need is mainly for 2, 3 and 4-bedroom houses and 2 or more bedroom bungalows.
- 6.19 When household aspirations and what people would expect are considered, there is a stronger emphasis on bungalows/level access accommodation.

Dwelling type/number of bedrooms	Tenure			Total
	Market	Affordable Rented	Intermediate	
1 to 2 -bedroom house	5.1	19.1	6.0	7.7
3-bedroom house	40.5	23.5	36.6	36.9
4 or more-bedroom house	10.9	15.5	36.6	14.8
1-bedroom flat	6.9	5.9	0.0	5.9
2 or 3-bedroom flat	2.8	0.1	0.2	2.0
1-bedroom bungalow	-0.6	9.9	1.3	1.5
2-bedroom bungalow	22.2	21.0	8.3	20.2
3 or more-bedroom bungalow	11.2	2.7	11.0	9.6
Other	1.1	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Dwelling type	Market	Affordable Rented	Intermediate	Total
House	56.4	58.0	79.2	59.4
Flat	9.7	6.0	0.2	7.9
Bungalow	32.8	33.6	20.6	31.3
Other	1.1	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Number of bedrooms	Market	Affordable Rented	Intermediate	Total
1	7.1	17.5	1.8	8.3
2	30.2	40.8	14.0	30.2
3	51.9	26.2	47.6	46.7
4	10.9	15.5	36.6	14.8
Total	100.0	100.0	100.0	100.0

Note: Columns may not sum due to rounding errors

- 6.20 It is clear that the district's sub-areas have different characteristics in terms of their housing stock, house prices, rentals, household income and characteristics as well as different levels of housing need. The council may wish to consider further how a policy response to the issues identified in this HNA might differ. Whilst this is addressed by the council's settlement hierarchy-based policies, housing needs and requirements and the headroom for meeting these needs in terms of the location and quality of sites and site development viability differ considerably.
- 6.21 A principal driver of change is the ageing population and the council will face the challenge of working with the HNS and other partners to ensure a co-ordinated response to cover housing, specialist housing, adaptations, care and support needs. Responses will differ in accordance with sub-area characteristics and in particular the ability of some households to self-fund solutions to their future requirements.
- 6.22 A further challenge that is less easily defined is the demographic change due to changing levels of international migration due to Brexit and the government's emerging policy on immigration. Impact of this is uncertain at this time and potentially distorted by the impact on international travel due to the Covid-19 pandemic.

Key strategic messages

6.23 Key strategic messages from the HNA include:

- New development needs to reflect the needs of an ageing population whilst continuing to develop housing for younger age groups and a range of income groups to support economic growth ambitions. The overall focus needs to be on delivering 2 and 3–bedroom dwellings and a marked increase in the delivery of bungalows is needed.
- There is a need to improve the delivery of affordable housing to address identified need. The current 30% target remains ambitious although in recent years the level of affordable delivery has improved. Affordable home ownership options for key workers should also be considered given the affordability challenges across the district.
- The majority of older people want to remain in their own home with help and support when needed. There is therefore a need to improve support services available to older people across all tenures. Additionally there is a need to increase the specialist older persons housing provision, for instance extra care and retirement housing.
- There is a need to regularly review the needs of different groups and the impact of physical disability and mental health on housing need. There is a specific need to deliver 1% of new dwellings to M4(3) wheelchair accessible standard and a minimum of 23% of new homes to M4(2) accessible and adaptable standard.

List of Technical Appendices

- Technical Appendix A: Affordable housing definitions (page 124)
- Technical Appendix B: Research methodology (page 125);
- Technical Appendix C: Affordable housing need (page 127);
- Technical Appendix D: Dwelling type and mix analysis (page 144);
- Technical Appendix E: Stakeholder consultation responses (page 156)

Technical Appendix A: Affordable housing definitions

Affordable housing definitions

Definitions relating to affordable housing are presented in the NPPF 2019 (Annex 2):

Affordable housing: housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

- a) **Affordable housing for rent:** meets all of the following conditions: (a) the rent is set in accordance with the government's rent policy for social rent or affordable rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes, affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).
- b) **Starter homes:** is as specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.
- c) **Discounted market sales housing** is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.
- d) **Other affordable routes to home ownership** is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low-cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision or refunded to government or the relevant authority specified in the funding agreement.

Technical Appendix B: Research methodology

Overall approach

- B.1 A multi-method approach was adopted in order to prepare a robust and credible HNA for Newark and Sherwood which included:
- a survey of households across the district. 13,266 households in the district were selected using structured random sampling to complete a questionnaire in February and March 2020. 2,143 valid questionnaires were returned and used in data analysis. This represents a 16.2% response rate overall resulting in a district-level sample error of +/-2.1%;
 - an online survey of key stakeholders including representatives from the council and neighbouring council's district and county councils, councillors, housing associations, house builders, voluntary groups and some independent representatives; and
 - a review of relevant secondary data including the 2011 Census, house price trends, CORE lettings data and MHCLG Statistics.

Baseline dwelling stock information and Household Survey sample errors

- B.2 Table B.1 summarises total dwelling stock, the achieved responses and sample errors by survey area.

Table B.1 Survey responses and sampling error by sub-area				
Sub-area	Households numbers (2020 address data)	Sample Achieved	Sampling error	
			±	Result
Collingham	2,584	286	±	5.5%
Mansfield Fringe	7,233	176	±	7.3%
Newark	18,899	214	±	6.7%
Nottingham Fringe	2,316	300	±	5.3%
Rural South	3,778	333	±	5.1%
Sherwood	10,456	223	±	6.5%
Southwell	6,345	322	±	5.3%
Sutton on Trent	1,504	289	±	5.2%
Newark and Sherwood District	53,115	2,143	±	2.1%

Source: Council Tax Data 2020

Sample error is based on the 95% confidence interval which is the industry standard to establish result accuracy.

Weighting and grossing

- B.4 In order to proceed with data analysis, it is critical that survey data is weighted to take into account response and non-response bias and grossed up to reflect the total number of households. Weighting for each survey area was based on:
- **Tenure** (the proportion of affordable (social rented and intermediate tenure) and open market dwellings based on 2011 Census data);
 - **Age of Household Reference Person** based on the proportions of household reference people aged under 65 and 65 or over living in affordable and open market provision derived from the 2011 Census; and
 - **Council Tax occupied dwellings** based on the number of occupied dwellings and used as a grossing factor in the weighting to ensure that there is a suitable uplift on the Census 2011 data.
- B.5 Ultimately, the survey element of the assessment is sufficiently statistically robust to undertake detailed analysis and underpin core outputs of the study down to the survey areas presented in Table B.1. Furthermore, the survey findings are enhanced and corroborated through analysis of secondary data and stakeholder consultation.

Technical Appendix C: Affordable housing need calculations

Introduction

- C.1 The purpose of this section is to set out the affordable housing need calculations for the district of Newark and Sherwood using the framework for analysis established in the PPG 2019.
- C.2 All households whose needs are not met by the market can be considered (to be) in affordable housing need³⁹. PPG 2019 then considers how affordable housing need should be calculated:
- 'Strategic policy-makers will need to estimate the current number of households and projected number of households who lack their own housing or who cannot afford to meet their housing needs in the market. This should involve working with colleagues in their relevant authority (e.g. housing, health and social care departments).'*⁴⁰
- C.3 The 2020 household survey together with council data provide an appropriate source of data from which a robust assessment of need can be calculated.
- C.4 Affordable housing need analysis and modelling has been prepared in accordance with PPG guidance at the district and sub-area level. In summary, the model reviews in a stepwise process:
- Stage 1: Current housing need (gross backlog);
 - Stage 2: Newly arising need;
 - Stage 3: Likely future affordable housing supply; and
 - Stage 4: Total and annual need for affordable housing
- C.5 Table C.1 provides an overall summary of needs analysis and a description of each stage of the model is then discussed in detail in this appendix. Table C.2 provides a comparison of the analysis with previous Newark and Sherwood data from 2014. Table C.3 includes the total and annual need for affordable housing at 5 years, 10 years and over the life of the plan and finally Table C.4 provides the affordable need analysis at sub-area level.

³⁹ PPG 2019 Paragraph: 018 Reference ID: 2a-018-20190220

⁴⁰ PPG 2019 Paragraph: 019 Reference ID: 2a-019-20190220

Table C.1 Affordable housing need calculation for Newark and Sherwood District Council			
Step	Stage and Step description	Calculation	Total
		Total households	53,115
Stage1: CURRENT NEED			
1.1	Total existing households in need	Total	5,265
1.2	In need who cannot afford open market (buying or renting)	(30% affordability)	49.4%
1.2a	In need who cannot afford open market (buying or renting)	Number	2,603
Stage 2: FUTURE NEED			
2.1	New household formation (Gross per year)	Based on national rate	786
2.2	% of new households requiring affordable housing	% based on actual affordability of households forming	21.1
2.2a	Number of new households requiring affordable housing	Number cannot afford	166
2.3	Existing households falling into need	Annual requirement	138
2.4	TOTAL newly arising housing need (gross each year)	2.2a + 2.3	304
Stage 3: AFFORDABLE HOUSING SUPPLY			
3.1	Affordable dwellings occupied by households in need	Based on 1.1	715
3.2	Surplus stock	Vacancy rate <2% so no surplus stock assumed	0
3.3	Committed supply of new affordable units	Annual average	354
3.4	Units to be taken out of management	Annual average	32
3.5	Total affordable housing stock available	3.1+3.2+3.3-3.4	1,037
3.6	Annual supply of social re-lets (net)	Annual supply (3-year average)	350
3.7	Annual supply of intermediate affordable housing available for re-let or resale at sub-market levels	Annual supply (3-year average)	24
3.8	Annual supply of affordable housing	3.6+3.7	374
Stage 4: ESTIMATE OF ANNUAL HOUSING NEED			
4.1	Total backlog need	1.2a-3.5	1,566
4.2	Quota to reduce over plan period	Annual reduction	20%
4.3	Annual backlog reduction	Annual requirement	313
4.4	Newly arising need	2.4	304
4.5	Total annual affordable need (gross need)	4.3+4.4	617
4.6	Annual affordable supply	3.8	374
4.7	NET ANNUAL SHORTFALL (4.5-4.6)	NET	243

Source: 2020 Household survey, RP Core Lettings and Sales data. Table subject to minor rounding errors

Stage 4: ESTIMATE OF ANNUAL HOUSING NEED		FINAL STAGE	2020	2014
4.1	Total backlog need	1.2a-3.5	1,566	677
4.2	Quota to reduce over plan period	Annual reduction	20%	20%
4.3	Annual backlog reduction	Annual requirement	313	135
4.4	Newly arising need	2.4	304	602
4.5	Total annual affordable need (gross need)	4.3+4.4	617	737
4.6	Annual affordable supply	3.8	374	585
4.7	NET ANNUAL SHORTFALL (4.5-4.6)	NET	243	152

Source: 2020 Household survey, RP Core Lettings and Sales data, 2014 Newark and Sherwood Housing Need Report

- C.6 The main variances between the 2014 affordable need data and the current data are a higher total backlog need who require affordable housing and lower level of newly-arising need because market prices are affordable to around 80% of newly-forming households (this excludes households falling into need who are included in the newly-arising need figure).

Stage 4: ESTIMATE OF ANNUAL HOUSING NEED	FINAL STAGE	Backlog clearance period		
		5 years	10 years	to 2033
4.1	Total backlog need	1,566	1,566	1,566
4.2	Quota to reduce over plan period	20%	10%	8%
4.3	Annual backlog reduction	313	157	125
4.4	Newly arising need	304	304	304
4.5	Total annual affordable need (gross need)	617	461	429
4.6	Annual affordable supply	374	374	374
4.7	NET ANNUAL SHORTFALL (4.5-4.6)	243	86	55

Source: 2020 Household survey, RP Core Lettings and Sales data

Table C.4 Affordable housing need calculation by sub-area

Step	Stage and Step description	Sub-Area	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	Newark and Sherwood Total
Stage 1: CURRENT NEED											
1.1	Total in need		189	536	2,007	173	350	1,243	594	173	5,265
1.2	% in need who cannot afford open market (buying or renting)	(%)	51.9	62.7	62.1	28.2	34.4	34.6	37.9	56.8	49.4
1.2a	TOTAL in need and cannot afford open market (buying or renting)	Total	98	336	1,246	49	121	430	225	98	2,603
Stage 2: FUTURE NEED											
2.1	New household formation (Gross per year)	Based on national rate	38	107	280	34	56	155	94	22	786
2.2	Number of new households requiring affordable housing	(%)	51.0	17.0	11.2	24.6	23.3	30.1	27.4	14.0	21.1
2.2a	Number of new households requiring affordable housing	Number	20	18	31	8	13	47	26	3	166
2.3	Existing households falling into need	Annual requirement	0	55	55	0	7	15	3	3	138
2.4	Total newly-arising housing need (gross each year)	2.2a + 2.3	20	73	87	8	20	62	28	6	304
Stage 3: AFFORDABLE HOUSING SUPPLY											
3.1	Affordable dwellings occupied by households in need	(based on 1.1)	16	112	311	16	19	162	67	12	715
3.2	Surplus stock	Vacancy rate <2% so no surplus stock assumed	0	0	0	0	0	0	0	0	0
3.3	Committed supply of new affordable units	Current supply	24	33	93	0	25	131	33	15	354
3.4	Units to be taken out of management	Annual estimate	1	4	16	1	1	5	2	2	32
3.5	Total affordable housing stock available	3.1+3.2+3.3-3.4	39	141	388	15	43	288	98	25	1,037
3.6	Annual supply of social re-lets (net)	Annual Supply (3 year average)	10	55	149	8	15	83	24	6	350
3.7	Annual supply of intermediate affordable housing available for re-let or resale at sub-market levels	Annual Supply (3 year average)	1	4	10	1	1	5	1	1	24
3.8	Annual supply of affordable housing	3.6+3.7	11	59	159	9	16	88	25	7	374
Stage 4: ESTIMATE OF ANNUAL HOUSING NEED											
4.1	Total backlog need	1.2a-3.5	59	195	858	34	78	142	127	73	1566
4.2	Quota to reduce over 5 years	Annual reduction	20%	20%	20%	20%	20%	20%	20%	20%	20%
4.3	Annual backlog reduction	Annual requirement	12	39	172	7	16	28	25	15	313
4.4	Newly-arising need	2.4	20	73	87	8	20	62	28	6	304
4.5	Total annual affordable need	4.3+4.4	31	112	258	15	35	90	54	21	617
4.6	Annual affordable capacity	3.8	11	59	159	9	16	88	25	7	374
4.7	Net annual imbalance	4.5-4.6 NET	20	53	99	6	20	3	29	14	243

Source: 2020 household survey, RP Core Lettings and Sales data

Stage 1: Current households in affordable housing need

- C.7 PPG 2019⁴¹ states that ‘strategic policy-making authorities’ can establish the unmet (gross) need for affordable housing by assessing past trends and current estimates of:
- the number of homeless households;
 - the number of those in priority need who are currently housed in temporary accommodation;
 - the number of households in over-crowded housing;
 - the number of concealed households;
 - the number of existing affordable housing tenants in need (i.e. householders currently housed in unsuitable dwellings); and
 - the number of households from other tenures in need and those that cannot afford their own homes, either to rent or to own if that is their aspiration.’
- C.8 PPG 2019 notes that care should be taken to avoid double-counting and to only include those households who cannot afford to access suitable housing in the market.
- C.9 Using evidence from the 2020 household survey, a total of 5,265 households are identified to be in housing need representing 9.9% of all households across the district (arc⁴ would expect between 5 and 10% of households in need based on our other studies).

Homeless households and households in temporary accommodation

- C.10 Table C.5 considers trends in decisions and acceptances of homeless households and indicates that an annual average of 107 households have been accepted as homeless over the period 2010/11 to 2017/18.

Year	Decisions made	Accepted as homeless
2010/11	103	96
2011/12	124	110
2012/13	131	119
2013/14	145	127
2014/15	139	121
2015/16	128	94
2016/17	131	104
2017/18	124	88
Total	1,025	859
Annual Average	128	107

Source: MHCLG Homelessness Statistics

⁴¹ Paragraph: 020 Reference ID: 2a-021-20190220

- C.11 The 2020 household survey identifies a total of **384** households who are either homeless or living in temporary accommodation.

Overcrowding and concealed households

- C.12 The extent to which households are overcrowded is measured using the 'bedroom standard'. This allocates a standard number of bedrooms to each household in accordance with its age/sex/marital status composition. A separate bedroom is allocated to each married couple, any other person aged 21 or over, each pair of adolescents aged 10-20 of the same sex and each pair of children under 10. Any unpaired person aged 10-20 is paired if possible, with a child under 10 of the same sex, or, if that is not possible, is given a separate bedroom, as is any unpaired child under 10. This standard is then compared with the actual number of bedrooms (including bedsits) available for the sole use of the household.
- C.13 The 2020 household survey identifies a total of **1,088** households living in overcrowded conditions (around 2.0% of all households).

Existing affordable tenants in need

- C.14 The 2020 household survey identified a total of **715** affordable tenants in housing need.

Households in other tenures in need

- C.15 The 2020 household survey identified a total of **4,031** other households in need.

Summary of existing households in need

- C.16 Table C.6 provides a summary of the number of existing households in need and after taking into account households with more than one need, the final Figure of 5,265 is established. Note that the components of need do not sum to 5,265 because a household may have more than one need.

Reason for need	Total in need
Homeless household / in temporary accommodation	384
Overcrowded/concealed	1,088
Existing affordable tenants in need	953
Other tenures in need	4,031
All households in need	5,265

Source: 2020 household survey

- C.17 Step 1.2 then considers the extent to which households can afford open market prices or rents, tested against lower quartile prices at sub-area level (Table C.7). This analysis has been based on lower quartile prices for 2019 derived from Land Registry address-level data and private sector rents from lettings reported by Zoopla during 2019.
- C.18 This analysis demonstrates that across the district 49.4% of existing households in need could not afford open market prices or rents (2,603 households).

Sub-Area	Lower quartile price (£)	Lower quartile private rent (£ each month)
Collingham	208,498	594
Mansfield Fringe	118,748	550
Newark	124,000	485
Nottingham Fringe	273,000	674
Rural South	185,000	576
Sherwood	110,000	494
Southwell	240,000	594
Sutton on Trent	197,000	650
Newark and Sherwood	127,500	498

Source: Data produced by Land Registry © Crown copyright 2019, Zoopla 2019

Stage 2: Newly arising affordable need

- C.19 The 2019 PPG considers how the number of newly-arising households likely to need affordable housing: *‘Projections of affordable housing need will have to reflect new household formation, the proportion of newly forming households unable to buy or rent in the market area, and an estimation of the number of existing households falling into need. This process will need to identify the minimum household income required to access lower quartile (entry level) market housing (strategic policy-making authorities can use current cost in this process but may wish to factor in anticipated changes in house prices and wages). It can then assess what proportion of newly-forming households will be unable to access market housing.’⁴²*

⁴² Paragraph: 021 Reference ID: 2a-021-20190220

New household formation (gross per year)

- C.20 An overall view on household formation can be derived from national estimates and household survey data. The national household formation rate reported in the English Housing Survey is currently 1.48% based on the latest three-year average national rate reported in the English Housing Survey over the period 2015/16 to 2017/18. Applying this to the district population results in a gross formation rate of **786**.
- C.21 The household survey indicated that an average of **383** households have actually formed in the past 5 years but **811** expect to form in the next five years. The average of all these combined is closest to the national average formation total of 786, therefore, this is the total used in this analysis.
- C.22 Household survey income data was analysed to identify the proportion of newly forming households who could afford lower quartile house prices and/or rents based on a 30% affordability calculation. Overall 21.1% could not afford open market prices or rents (**166** each year).

Existing households expected to fall into need

- C.23 The household survey identified an annual need of **138** households who are likely to fall into need. This is based on the number of households who want to move into social renting from private tenures because they are in need based on survey evidence.

Total newly arising housing need (gross per year)

- C.24 Total newly arising need is calculated to be **304** households each year across the district.

Stage 3: Affordable housing supply

- C.25 The 2019 PPG states how the current stock of affordable housing supply should be calculated:
- *the number of affordable dwellings that are going to be vacated by current occupiers that are fit for use by other households in need;*
 - *suitable surplus stock (vacant properties); and*
 - *the committed supply of new net affordable homes at the point of the assessment (number and size).⁴³*
- C.26 Total affordable housing stock available = Dwellings currently occupied by households in need + surplus stock + committed additional housing stock – units to be taken out of management.

⁴³ Paragraph: 022 Reference ID: 2a-022-20190220

Step 3.1 Affordable dwellings occupied by households in need

- C.27 This is an important consideration in establishing the net levels of housing need as the movement of these households within affordable housing will have a nil effect in terms of housing need.
- C.28 A total of **715** households are current occupiers of affordable housing in need. Although the movement of these households within affordable housing will have a nil effect in terms of housing need (i.e. they already live in affordable housing), the model assumes that these households will move in the next 5 years to address their housing need.

Step 3.2 Surplus stock

- C.29 A proportion of vacant properties are needed to allow households to move within housing stock. Across the social rented sector, this proportion is generally recognised as being 2%. Stock above this proportion is usually assumed to be surplus stock. Modelling assumes no surplus social rented stock across the district.

Step 3.3 Committed supply of new affordable units

- C.30 Using council data provided as an as an indication for future supply, it is assumed there is a committed supply of **354** affordable dwellings annually across the district. This is based on the position at 1st April 2019.

Step 3.4 Units to be taken out of management

- C.31 Over the three year period 2017/18 to 2019/20 a total of 96 dwellings have been taken out of management as they have been sold under the right to buy. The model assumes an annual average of **32** units to be taken out of management.

Step 3.5 Total affordable housing stock available

- C.32 The Figure based on the sum of steps 3.1 to 3.4 is **1,037** dwellings.

Step 3.6 Annual supply of social re-lets

- C.33 Over the three period 2016/17 to 2018/19 CORE data recorded a total of 1,051 general lettings made across the district and an annual average of **350**.

Step 3.7 Annual supply of intermediate re-lets/sales

- C.34 Over the period 2016/17 to 2018/19, a total of 72 intermediate tenure dwellings have been built across the district. The model therefore assumes an annual average of **24** intermediate re-lets/sales.

Summary of Stage 3

- C.35 Overall, the model assumes a stock of **1,037** affordable dwellings expected to be available over the next 5 years. In addition, the model assumes there is an annual affordable supply through general lettings and intermediate sales/relets of **374** dwellings.

Stage 4: Estimate of total annual need for affordable housing

Overview

- C.36 Analysis has carefully considered how housing need is arising within the district by identifying existing households in need (and who cannot afford market solutions), newly forming households in need and existing households likely to fall into need in line with PPG.
- C.37 This has been reconciled with the overall supply of affordable dwellings. Based on the affordable need framework model, analysis suggests that **there is an overall annual net imbalance of 243 dwellings each year.**
- C.38 Stage 4 brings together the individual components of the needs assessment to establish the total net annual shortfall.

Step 4.1 Total backlog need

- C.39 Step 4.1 is the total backlog need which is derived from the number of households in Step 1.2a minus total affordable housing stock available (Step 3.5). The total backlog need is **1,566**.

Steps 4.2 to 4.6

- C.40 Step 4.2 is a quota to reduce the total backlog need which is assumed to be 20% in this case. However, evidence has also been provided in this report to show affordable need at different time periods.
- C.41 Step 4.3 is the annual backlog reduction based on Step 4.2 (**313** each year). The standard CLG recommended model recommendation is to clear the backlog over 5 years (20%).
- C.42 Step 4.4 is a summary of newly arising need from both newly forming households and existing households falling into need (**304** each year).
- C.43 Step 4.5 is the total annual affordable need based on Steps 4.3 and 4.4 (**617** each year) (*this is also the gross need*).
- C.44 Step 4.6 is the annual social/affordable rented and intermediate tenure capacity based on Step 3.7 (**374** each year).

Total gross and net shortfall

- C.45 The overall gross shortfall across the district is **617** affordable dwellings each year. After taking into account supply of affordable accommodation, the net shortfall is **243** each year. This justifies a continued need for a robust affordable housing policy.

Relationship between current housing stock and current and future needs

- C.46 The 2019 PPG states that '*Strategic policy-making authorities will need to look at the current stock of different sizes and assess whether these match current and future needs*'⁴⁴. The analysis of affordable housing need therefore includes a review of the dwelling sizes of new affordable units.
- C.47 Table C.8 calculates affordable need as a percentage and summarises the gross and net shortfalls by sub-area. Table C.9 breaks down the need by size (number of bedrooms) each year.

⁴⁴ 2019 PPG Paragraph 023 Reference ID: 2a-023030190220

Number of bedrooms	Sub-Area								Newark and Sherwood
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
One	11.1	11.0	26.9	0.0	18.7	15.4	0.0	9.7	17.5
Two	50.7	14.2	38.7	12.2	73.0	21.5	50.0	52.3	35.1
Three	21.6	42.5	14.8	87.8	8.3	63.1	50.0	20.0	31.9
Four or more	16.6	32.2	19.5	0.0	0.0	0.0	0.0	17.9	15.5
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Gross Need	31	112	258	15	35	90	54	21	617
Net Need	20	53	99	6	20	3	29	14	243

Source: 2020 household survey. Table may have minor rounding errors

Number of bedrooms	Sub-Area								Newark and Sherwood
	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	
One	2	6	27	0	4	0	0	1	40
Two	10	7	38	1	14	1	14	7	93
Three	4	22	15	6	2	2	14	3	68
Four	3	17	19	0	0	0	0	2	42
Total	20	53	99	6	20	3	29	14	243

Source: 2020 household survey;

C.48 Table C.10 compares the current supply of affordable housing with the net annual shortfall. This suggests that the profile of need is broadly reflective of the existing stock. The greatest imbalances are in 1 bedroom stock (annual net need is below the level of stock) and there is a notable need for larger 4 or more bedroom dwellings compared with supply. Overall, most need (67.8%) is for two and three bedroom dwellings and 72.7% of existing stock has two or three bedrooms. Therefore, the existing affordable stock profile is broadly supporting the range of need evidenced in this HNA.

Table C.10 Comparison between current affordable stock and estimated annual net affordable need

Number of bedrooms	Current stock (RP)	Current stock (Council)	All affordable stock	%	Annual net affordable need %	Variance
1-bedroom	632	1,282	1,914	25.1	17.3	-7.8
2-bedroom	859	2,116	2,975	38.9	35.2	-3.7
3-bedroom	633	1,948	2,581	33.8	32.6	-1.2
4 or more-bedroom	50	120	170	2.2	14.9	12.7
Total	2,174	5,466	7,640	100.0		
Missing data	305		305			
Grand Total	2,479	5,466	7,945			

Source (current supply): Regulator of Social Housing Statistical Data Return 2019, 2018/19 Local Authority Housing Statistics. Note data on the number of bedrooms for 305 dwellings is not available in the SDR

Comparison with housing register

C.49 Table C.11 compares the findings from the 2020 household survey-based analysis of housing need with the housing register. The register indicates a majority of need is for one-bedroom dwellings but the 2020 household survey suggests a broader range of affordable need.

Table C.11 Comparison between housing register and household survey evidence of affordable need by number of bedrooms (proportion (%) need according to each source)

Number of bedrooms	Housing Register 2018/19	2020 Household Survey
1-bedroom	69.5	17.3
2-bedroom	23.7	35.2
3-bedroom	6.7	32.6
4 or more-bedroom	0.1	14.9
Total	100.0	100.0
Base	2,864	306

Source: Local Authority Housing Statistics 2018/19; 2020 Household Survey

Dwelling type and size

- C.50 Table C.12 shows the type and size requirements of affordable housing based on the annual gross imbalance. This analysis is based on what existing households in affordable need expect to move to along with the type/size of dwelling newly forming households moved to. This would suggest an overall dwelling mix of 61% houses, 30.5% bungalows, 5.3% flats and 3.1% other accommodation types including specialist housing. This analysis also feeds into the overall market mix analysis of the HMA.

Dwelling type/size	Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent	Newark and Sherwood
1 or 2-bedroom house	58.6	0.0	11.7	0.0	71.0	0.0	0.0	27.2	16.9
3-bedroom house	21.6	42.5	14.8	79.4	8.3	62.9	41.8	0.0	25.5
4 or more-bedroom house	16.6	32.2	19.5	0.0	0.0	0.0	0.0	17.9	17.3
1-bedroom flat	0.0	11.0	7.1	0.0	0.0	6.5	0.0	0.0	5.3
2 or 3-bedroom flat	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.7	0.2
1-bedroom bungalow	0.0	0.0	19.8	0.0	0.0	8.9	0.0	9.7	8.7
2-bedroom bungalow	3.1	14.2	27.1	12.2	20.7	21.5	23.6	23.2	20.7
3 or more-bedroom bungalow	0.0	0.0	0.0	8.4	0.0	0.2	8.2	18.2	2.2
Other	0.0	0.0	0.0	0.0	0.0	0.0	26.4	0.0	3.1
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
	20	53	99	6	20	3	29	14	243

Source: 2020 household survey

Tenure split

- C.51 In order to consider an appropriate affordable housing tenure split, the analysis considers the expressed tenure preferences of existing households in need and newly forming households and the relative affordability of alternative tenure options.
- C.52 The NPPF states that 10% of dwellings on larger sites should be made available for affordable home ownership.
- C.53 Table C.13 sets out the tenure split based on the tenure preferences of existing and newly forming households. Whilst some sub-areas show more of an imbalance in tenures, the average overall for the district is 55% social/affordable rented and 45% intermediate tenure. This tenure mix is in line with the district's recommendations in the Adopted Core Strategy 2019 of 60% affordable and 40% intermediate.
- C.54 When the data is split into existing household and newly forming household's preference, the results shows slightly different results. Overall the tenure split amongst existing households is 64.5% affordable and 35.5% intermediate. For newly forming households the split is 45.8% affordable and 54.2% intermediate.

Settlement	Tenure		
	Affordable/social rented	Intermediate tenure	Total
Collingham	57.2	42.8	100.0
Mansfield Fringe	84.0	16.0	100.0
Newark	57.5	42.5	100.0
Nottingham Fringe	43.0	57.0	100.0
Rural South	74.3	25.7	100.0
Sherwood	28.0	72.0	100.0
Southwell	74.9	25.1	100.0
Sutton on Trent	56.4	43.6	100.0
Newark and Sherwood	55.2	44.8	100.0

Source: 2020 household survey

C.55 Further tests of affordability (Tables C.14 and C.15) confirms a range of affordable and intermediate tenure options are affordable to both existing and newly forming households.

Table C.14 Intermediate tenure options			
Intermediate product	Newark and Sherwood price*	% existing households can afford	% newly forming households can afford
Discounted home ownership	£140,743	32.0	11.2
Help to buy	£127,225	37.0	18.6
50% Shared ownership	£81,788	38.9	22.2
25% Shared ownership	£43,166	47.8	23.3

Source: 2020 household survey – *prices based on mortgage required/rent payments minus 10% deposit

Table C.15 Affordable tenure options			
Affordable Product	Income required	% existing households can afford	% newly forming households can afford
Social rent	£14,198	77.7	64.1
Affordable rent	£19,749	63.8	51.5

Source: 2020 household survey

Technical Appendix D: Dwelling mix and modelling

Introduction

- D.1 This technical appendix describes the method used by arc⁴ to establish future dwelling type and size mix across the district. It presents the baseline data used as a starting point for the analysis and how data are interpreted to establish a reasonable view on dwelling type and mix.

Starting points

- D.2 There are four main data sources which underpin the analysis:
- household projections;
 - dwelling stock information;
 - data identifying the relationships between households and dwellings derived from the 2020 household survey; and
 - data derived from affordable housing need analysis.

Household projections

- D.3 These are used to establish the number of households by Household Reference Persons (HRP) and household type using the 2014-based data, and how this is expected to change over the plan period 2019 to 2033.
- D.4 The change in the number of households over these periods can be established and, assuming that the dwelling needs of these households do not change significantly over the plan period, the potential impact on type and number of bedrooms of future dwellings can be determined.

Dwelling stock

- D.5 This is based on the 2019 household survey.

Relationship between households and dwellings

- D.6 The relationship between the age of Household Reference Person, household type and dwellings occupied by type and size can be derived from the 2020 household survey.
- D.7 The data available is summarised in Table D.1. For each age group, the proportion of Household Reference Persons (HRPs) by household type living in different type/size and size of dwelling has been estimated.
- D.8 The 2020 household survey also provides data on household aspirations and what households would expect to move to. This data can also be broken down by HRP age group and household type.

- D.9 By combining this range of data, it is possible to model the likely change in dwelling type/size requirements with reference to:
- the current relationship between HRP/household type and dwelling type/size and this remaining constant over the plan period (demographic baseline);
 - household aspirations by HRP/household type (aspirations); and
 - what households would expect by HRP/household type (expect).

Table D.1 Age groups, household type and dwelling types used			
Age group of Household Reference Person	Household type	Dwelling type	Number of bedrooms
16 to 24	One-person household	1-bedroom house	1-bedroom
25 to 34	Couple only household	2-bedroom house	2-bedrooms
35 to 44	Household with 1 or 2-child(ren)	3-bedroom house	3-bedrooms
45 to 59	Households with 3-children	4 or more-bedroom house	4 or more-bedrooms
60 to 84	Other multi-person household	1-bedroom flat	All
85+	All	2-bedroom flat	
All		3 or more-bedroom flat	
		1 or 2-bedroom bungalow	
		3 or more-bedroom bungalow	
		All	

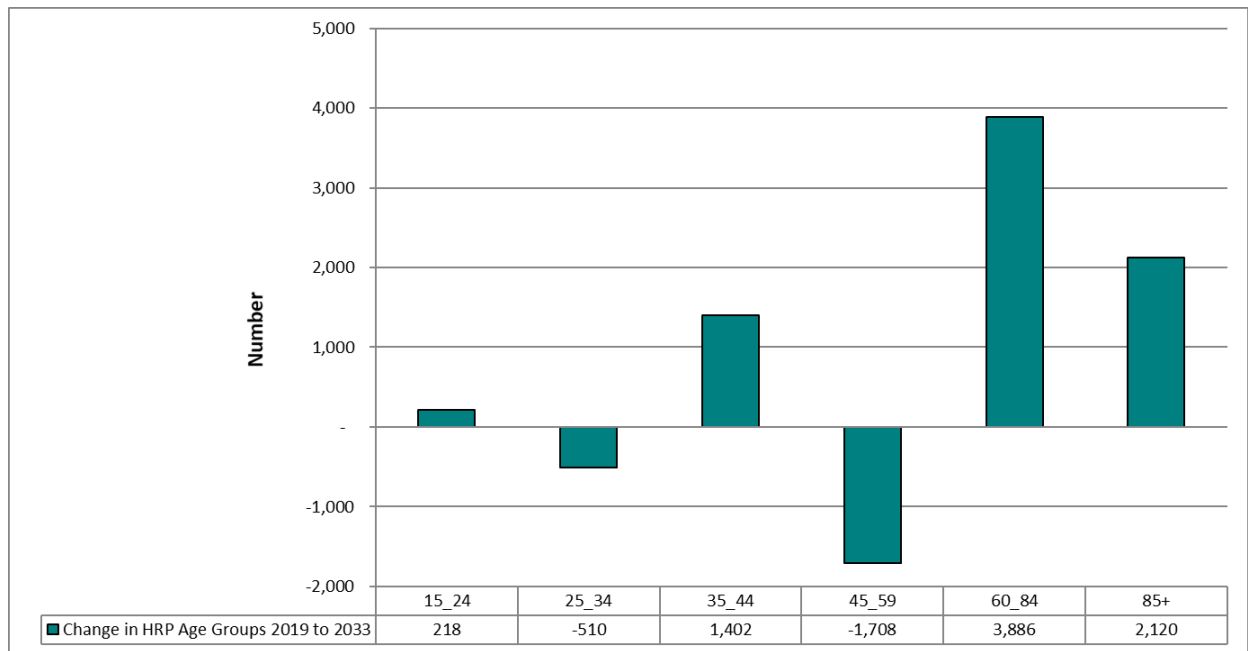
Source: Household survey 2019

Applying the data at district level 2019-2033

- D.10 Applying the data at district level is done in a systematic way. Firstly, the change in the number of households by age group and household type is established from household projections. Assuming that the dwelling needs of these households do not change over the plan period, the overall impact on type/size of dwellings can be determined.
- D.11 This is further explained by a worked hypothetical example.
- In 2019, 32.9% of couples (650) with an HRP aged 25-34 lived in a two-bedroom house and there was a total of 1,977 households in this age and HRP cohort. By 2033, the number of households in this cohort is expected to decline slightly to 1,623 and assuming that 32.9% live in a two-bedroom house, there will be 534 living in two-bedroom houses. There will be a net decrease in need by 116 from this particular cohort for two-bedroom houses.
 - In contrast, the number of couples aged 60-84 is expected to increase from 12,089 in 2019 to 14,607 in 2033. In 2019, 13.9% (1,680) lived in two-bedroom houses and this would increase to 2,030 in 2033. There would be a net increase in need of 350 from this particular cohort for two-bedroom dwellings.

D.12 Tables D.2A and D.2B present the baseline demographic data for the district. The total number of households is expected to increase by around 5,409 over the period 2019-2033 using 2014-based MHCLG household projections. Growth is mainly expected across older age cohorts, with absolute declines in HRPs aged 25-34 and 45-59. Figure D1 illustrates how the number of households by HRP age is expected to change 2019-2033.

Figure D.1 Change in HRP age groups 2019 to 2033



Source: 2014-based MHCLG household projections

Table D.2A Change in number of households by age group 2019-2033				
Age group	Household (HH) Type	Year		Change in households 2019-2033
		2019	2033	
16-24	One person	317	311	-6
	Couple only	260	267	7
	Household with 1 or 2-children	628	809	181
	Household with 3-children	37	39	2
	Other multi-person household	153	187	34
	Total	1,395	1,613	218
25-34	One person	1,306	1,251	-55
	Couple only	1,219	968	-251
	Household with 1 or 2-children	2,408	2,076	-332
	Household with 3-children	631	604	-27
	Other multi-person household	502	657	155
	Total	6,066	5,556	-510
35-44	One person	1,397	1,925	528
	Couple only	752	745	-7
	Household with 1 or 2-children	4,114	4,950	836
	Household with 3-children	890	937	47
	Other multi-person household	326	324	-2
	Total	7,479	8,881	1,402
45-59	One person	3,688	3,681	-7
	Couple only	3,608	2,203	-1,405
	Household with 1 or 2-children	4,686	4,901	215
	Household with 3-children	602	693	91
	Other multi-person household	2,965	2,363	-602
	Total	15,549	13,841	-1,708
60-84	One person	7,042	7,561	519
	Couple only	10,195	12,961	2,766
	Household with 1 or 2-children	304	441	137
	Household with 3-children	22	33	11
	Other multi-person household	2,296	2,749	453
	Total	19,859	23,745	3,886
85+	One person	1,546	2,724	1,178
	Couple only	521	1,136	615
	Household with 1 or 2-children	5	6	1
	Household with 3-children	0	0	0
	Other multi-person household	249	575	326
	Total	2,321	4,441	2,120

Continued overleaf/...

Age group	Household Type	Year		Change in households 2019-2033
		2019	2033	
ALL	One person	15,298	17,452	2,154
	Couple only	16,555	18,281	1,726
	Household with 1 or 2-children	12,146	13,185	1,039
	Household with 3-children	2,181	2,307	126
	Other multi-person household	6,491	6,856	365
	Total	52,672	58,081	5,409

Source: MHCLG 2014-based household projections (subject to rounding)

D.13 Table D.3 summarises the change in the number of households by age group.

Year and Household Type	Household Reference Person Age Group						Total
2019	16_24	25_34	35_44	45_59	60_84	85+	
One person	317	1306	1397	3688	7042	1546	15,298
Couple only	260	1,219	752	3,608	10,195	521	16,555
Household with 1 or 2-child(ren)	628	2,408	4,114	4,686	304	5	12,146
Household with 3-children	37	631	890	602	22	0	2,181
Other multi-person household	153	502	326	2,965	2,296	249	6,491
Total	1,395	6,066	7,479	15,549	19,859	2,321	52,672
2033	16_24	25_34	35_44	45_59	60_84	85+	Total
One person	311	1,251	1,925	3,681	7,561	2,724	17,452
Couple only	267	968	745	2,203	12,961	1,136	18,281
Household with 1 or 2-child(ren)	809	2,076	4,950	4,901	441	6	13,185
Household with 3-children	39	604	937	693	33	-	2,307
Other multi-person household	187	657	324	2,363	2,749	575	6,856
Total	1,613	5,556	8,881	13,841	23,745	4,441	58,081
Change 2019-33	16_24	25_34	35_44	45_59	60_84	85+	Total
One person	-6	-55	528	-7	519	1,178	2,154
Couple only	7	-251	-7	-1,405	2,766	615	1,726
Household with 1 or 2-child(ren)	181	-332	836	215	137	1	1,039
Household with 3-children	2	-27	47	91	11	0	126
Other multi-person household	34	155	-2	-602	453	326	365
Total	218	-510	1,402	-1,708	3,886	2,120	5,409

Source: MHCLG 2014-based household projections (subject to rounding)

D.14 Table D.4 applies household survey data on dwelling occupancy to the demographic trends across the district over the period 2019-2033. The two right hand columns indicate the likely change in demand for dwelling types and sizes and how this translates to an overall percentage change in dwelling requirement. Based on the demographic model, the need will be for 3-bedroom dwellings (46.7%) followed by 2-bedroom (30.2%), 4-bedroom (14.8%) and 1-bedroom (8.3%). Regarding dwelling type, analysis suggests a broad split of 59.4% houses, 31.3% bungalows (or level-access

accommodation), 7.9% flats, and 1.4% other property types (for instance older persons specialist accommodation).

Table D.4 Impact of change in households by age group on dwellings occupied, 2019 – 2033

Dwelling type/size	Age group of Household Reference Person						Total	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1-bedroom house	2	0	0	-2	58	0	59	1.1
2-bedroom house	98	-144	147	-167	342	81	357	6.6
3-bedroom house	89	-200	855	-721	1,329	644	1,996	36.9
4 or more-bedroom house	29	-92	247	-478	937	159	801	14.8
1-bedroom flat	0	0	13	-70	117	259	318	5.9
2-bedroom flat	0	-37	38	-65	93	70	99	1.8
3 or more-bedroom flat	0	0	0	0	8	0	8	0.1
1-bedroom bungalow	0	-36	0	-2	113	6	82	1.5
2-bedroom bungalow	0	0	18	-80	482	670	1,090	20.2
3 or more-bedroom bungalow	0	-1	84	-82	319	201	521	9.6
1-bedroom other	0	0	0	-26	16	0	-10	-0.2
2-bedroom other	0	0	0	-10	70	30	89	1.7
3 or more-bedroom other	0	0	0	-5	4	0	-1	0.0
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100.0
Number of Bedrooms	Age group of Household Reference Person						Total	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1	2	-36	13	-99	303	265	448	8.3
2	98	-181	203	-323	987	850	1,635	30.2
3	89	-201	939	-808	1,659	846	2,524	46.7
4 or more	29	-92	247	-478	937	159	801	14.8
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100.0

Note totals by age group may vary slightly due to rounding errors

Source: MHCLG 2014-based household projections and 2020 household survey

The aspiration scenario

D.15 Under the aspiration scenario, the relationship between HRP/household type and dwelling type/size is based on the aspirations of households who are intending to move in the next 5 years. The profile of dwellings is applied to changes in HRP/household type over the plan period. The impact of this on overall dwelling type/mix is shown in Table D.5. Analysis indicates a greater need for 3-bedroom dwellings (60.7%) when compared to the baseline scenario. This is followed by a need for 2-bedroom dwellings (32.6%), and 4-bedroom dwellings (10.2%). 1-bedroom dwellings show negative number (-3.5%) which means a sufficient supply under this scenario. Regarding dwelling type, analysis suggests a marked shift away from houses and towards bungalow/level access accommodation, with broad split of 28.5% houses, 8.1% flats, 63.3% bungalows (or level-access accommodation) and 0.1% for other property types (for instance older persons specialist accommodation).

Dwelling type/size	Age group of Household Reference Person						Total change	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1-bedroom house	10	0	0	-63	0	0	-53	-1.0
2-bedroom house	0	-68	0	-186	272	0	18	0.3
3-bedroom house	142	-171	522	-530	692	369	1,024	18.9
4 or more-bedroom house	65	-237	746	-243	222	0	553	10.2
1-bedroom flat	0	0	0	-125	31	0	-94	-1.7
2-bedroom flat	0	0	0	-14	451	0	437	8.1
3 or more-bedroom flat	0	0	0	0	93	0	93	1.7
1-bedroom bungalow	0	0	0	-58	16	0	-43	-0.8
2-bedroom bungalow	0	0	0	-347	1,298	356	1,307	24.2
3 or more-bedroom bungalow	0	-34	135	-143	804	1,395	2,156	39.9
1-bedroom other	0	0	0	0	0	0	0	0.0
2-bedroom other	0	0	0	0	0	0	0	0.0
3 or more-bedroom other	0	0	0	0	8	0	8	0.1
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100.0

Number of Bedrooms	Age group of Household Reference Person						Total change	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1	10	0	0	-246	47	0	-189	-3.5
2	0	-68	0	-547	2,021	356	1,762	32.6
3	142	-205	656	-673	1,597	1,764	3,281	60.7
4 or more	65	-237	746	-243	222	0	553	10.2
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100

Note totals by age group may vary slightly due to rounding errors

Source: MHCLG 2014-based household projections and 2020 household survey

The expectation scenario

D.16 Under the expectation scenario, the relationship between HRP/household type and dwelling type/size is based on what households would expect to move to if they are intending to move in the next 5 years. The profile of dwellings is applied to changes in HRP/household type over the plan period. The impact of this on overall dwelling type/mix is shown in Table D.6. Analysis indicates again a greater need towards 3-bedroom dwellings (51.9%), compared to the baseline scenario. This is followed by a need for 2-bedroom dwellings (24.8%), 1-bedroom dwellings (16.6%) and 4-bedroom dwellings (6.7%). Regarding dwelling type, analysis continues to suggest a shift away from houses, with broad split of 18.4% houses, 10.0% flats, 66.3% bungalows (or level-access accommodation) and 5.3% other property types (principally older persons specialist accommodation).

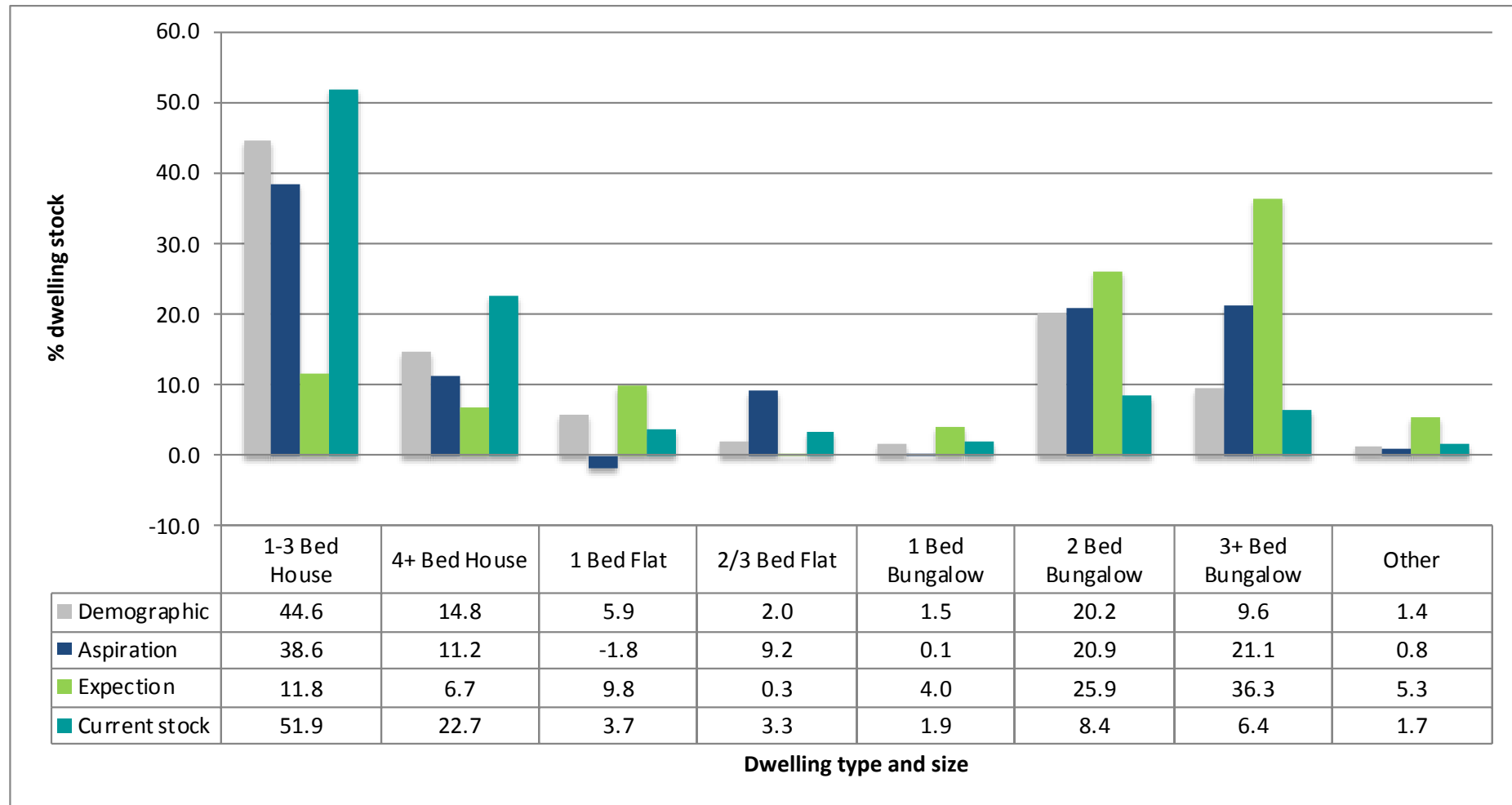
Dwelling type	Age group of Household Reference Person						Total change	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1-bedroom house	0	-66	0	-73	16	0	-124	-2.3
2-bedroom house	149	-49	32	-480	264	0	-83	-1.5
3-bedroom house	69	-240	702	-357	668	0	842	15.6
4 or more-bedroom house	0	-155	625	-304	194	0	361	6.7
1-bedroom flat	0	0	0	0	528	0	528	9.8
2-bedroom flat	0	0	0	-101	120	0	20	0.4
3 or more-bedroom flat	0	0	0	-5	0	0	-5	-0.1
1-bedroom bungalow	0	0	0	-65	284	0	219	4.0
2-bedroom bungalow	0	0	0	-186	1,403	187	1,403	26.0
3 or more-bedroom bungalow	0	0	42	-72	400	1,592	1,963	36.3
1-bedroom other	0	0	0	-65	0	341	276	5.1
2-bedroom other	0	0	0	0	0	0	0	0.0
3 or more-bedroom other	0	0	0	0	8	0	8	0.1
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100.0
Number of Bedrooms	Age group of Household Reference Person						Total change	% change
	16-24	25-34	35-44	45-59	60-84	85+		
1	0	-66	0	-203	828	341	900	16.6
2	149	-49	32	-767	1,788	187	1,340	24.8
3	69	-240	744	-434	1,076	1,592	2,808	51.9
4 or more	0	-155	625	-304	194	0	361	6.7
Total	218	-510	1,402	-1,708	3,886	2,120	5,408	100

Note totals by age group may vary slightly due to rounding errors

Source: MHCLG 2014-based household projections and 2020 household survey

D.17 Figure D.2 provides a further illustration of the variance between current stock and the alternative dwelling mix scenarios.

Figure D.2 Summary of dwelling types in current stock and under baseline demographic, aspiration and expectation scenarios



Source: MHCLG 2014-based household projections and 2020 household survey

Summary of scenarios

D.18 Table D.7 summarises the outcome of the dwelling type/mix scenario analysis. Data relating to houses has been grouped into smaller 1 to 3 bedroom houses and larger 4 or more bedroom houses, recognising that most of the smaller houses built will have 2 or 3 bedrooms. Under the baseline demographic scenario, strongest need is for 2 to 3-bedroom houses and 2-bedroom bungalows. Analysis of household aspirations and expectations suggests a similar profile of need but an increasing emphasis on the need for bungalows and reduced need for 4 or more bedroom houses.

Dwelling type and number of bedrooms	Scenario			Current stock (%)
	Demographic baseline (%)	Aspiration (%)	Expectation (%)	
1 or 2-bedroom house	7.7	4.9	-3.8	11.9
3-bedroom house	36.9	33.7	15.6	40.0
4 or more-bedroom house	14.8	11.2	6.7	22.7
1-bedroom flat	5.9	-1.8	9.8	3.7
2 or 3- bedroom flat	2.0	9.2	0.3	3.3
1-bedroom bungalow	1.5	0.1	4.0	1.9
2-bedroom bungalow	20.2	20.9	25.9	8.4
3 or more-bedroom bungalow	9.6	21.1	36.3	6.4
Other	1.4	0.8	5.3	1.7
Total	100.0	100.0	100.0	100.0
Dwelling type	Demographic baseline (%)	Aspiration (%)	Expectation (%)	Current stock (%)
House	59.4	28.5	18.4	74.6
Flat	7.9	8.1	10.0	7.0
Bungalow	31.3	63.3	66.3	16.7
Other	1.4	0.1	5.3	1.7
Total	100.0	100.0	100.0	100.0
Number of bedrooms	Demographic baseline (%)	Aspiration (%)	Expectation (%)	Current stock (%)
1	8.3	-3.5	16.6	6.9
2	30.2	32.6	24.8	23.8
3	46.7	60.7	51.9	46.6
4	14.8	10.2	6.7	22.7
Total	100.0	100.0	100.0	100.0

Source: 2020 household survey

Overall dwelling mix by tenure

D.19 Table D.8 summarises dwelling type/size mix based on the demographic scenario. This analysis assumes an annual target of 454 dwellings based over the period 2019-2033, an overall affordable housing delivery of around 18% and intermediate of 12%. This is

in line with current planning policy, tenure split recommendations and factors in the dwelling type/size analysis carried out as part of the affordable housing need calculation. Note the table shows Table % data and indicates, for instance, 28.3% of new housing should be 3-bedroom market houses, 15.5% 2-bedroom market bungalows and 7.6% 1-3 bedroom affordable rented houses.

Table D.8 Overall dwelling type and number of bedrooms by and tenure mix under baseline demographic scenario, 2019-2033 (Table %)

Dwelling type and number of bedrooms	Tenure			Total
	Market (70%)	Affordable Rented (18%)	Intermediate (12%)	
1 or 2-bedroom house	3.5	3.4	0.7	7.7
3-bedroom house	28.3	4.2	4.4	36.9
4 or more-bedroom house	7.6	2.8	4.4	14.8
1-bedroom flat	4.8	1.1	0.0	5.9
2 or 3-bedroom flat	1.9	0.0	0.0	2.0
1-bedroom bungalow	-0.4	1.8	0.2	1.5
2-bedroom bungalow	15.5	3.8	0.9	20.2
3 or more-bedroom bungalow	7.8	0.5	1.3	9.6
Other	1.0	0.4	0.0	1.4
Total	70.1	18.0	11.9	100.0
Dwelling type	Market (70%)	Affordable Rented (18%)	Intermediate (12%)	Total
House	39.4	10.4	9.5	59.4
Flat	6.7	1.1	0.0	7.9
Bungalow	22.9	6.1	2.4	31.3
Other	1.0	0.4	0.0	1.4
Total	70.1	18.0	11.9	100.0
Number of bedrooms	Market (70%)	Affordable Rented (18%)	Intermediate (12%)	Total
1	4.9	3.1	0.2	8.3
2	21.3	7.3	1.6	30.2
3	36.2	4.7	5.7	46.7
4	7.6	2.8	4.4	14.8
Total	70.1	18.0	11.9	100.0

Source: 2020 household survey

D.20 Table D.9 presents the data as a column % to show the breakdown of sizes and types by tenure. It shows, for instance, that for market housing 40.4% of new dwellings should be houses with 3 bedrooms.

Table D.9 Overall dwelling type and number of bedrooms by tenure under baseline demographic scenario, 2019-2033 (Column %)

Dwelling type and number of bedrooms	Tenure			Total
	Market	Affordable Rented	Intermediate	
1 or 2 bedroom house	5.0	19.1	6.0	7.7
3 bedroom house	40.4	23.5	37.0	36.9
4 or more-bedroom house	10.9	15.5	37.0	14.8
1-bedroom flat	6.9	5.9	0.0	5.9
2 or 3- bedroom flat	2.8	0.1	0.2	2.0
1-bedroom bungalow	-0.6	9.9	1.3	1.5
2-bedroom bungalow	22.1	21.0	7.4	20.2
3 or more bedroom bungalow	11.2	2.7	11.1	9.6
Other	1.5	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Dwelling type	Market	Affordable Rented	Intermediate	Total
House	56.3	58.0	80.0	59.4
Flat	9.6	6.0	0.2	7.9
Bungalow	32.7	33.6	19.8	31.3
Other	1.5	2.3	0.0	1.4
Total	100.0	100.0	100.0	100.0
Number of bedrooms	Market	Affordable Rented	Intermediate	Total
1	7.0	17.5	1.8	8.3
2	30.4	40.8	13.2	30.2
3	51.7	26.2	48.1	46.7
4	10.9	15.5	37.0	14.8
Total	100.0	100.0	100.0	100.0

Technical Appendix E: Stakeholder consultation responses

Stakeholder survey responses

General stakeholder responses summary

- E.1 Stakeholders were invited to participate in a general questionnaire survey aimed at identifying a range of information, including establishing the key perceived housing market issues in Newark and Sherwood. Stakeholders were asked to respond to any of the questions within the survey that they felt related to their area of knowledge or experience and certain sections of the survey related to certain stakeholder groups. A total of 15 separate responses to the stakeholder consultation were obtained. This is a qualitative summary of the views expressed by stakeholders responding to the online survey and is split into the different stakeholder groups.
- E.2 86.7% of stakeholders responding to the survey stated that they work within the Newark and Sherwood Council area and 26.7% stated that they work outside Newark and Sherwood Council area. Respondents could choose more than one answer.

All stakeholders

- E.3 All stakeholders responding to the survey were asked to give their opinion in regard to the strengths and weaknesses of Newark and Sherwood's housing market. Stakeholders gave a range of views on this, which are outlined below.

Strengths:

- A generally good housing mix/range of housing types.
- Well facilitated market towns; sustainable surrounding village settlements served by a good road and rail infrastructure.
- Local employment is diverse and reasonably strong.
- Sufficient new build supply; social/affordable housing increasing.
- Newark and Sherwood is well connected via strategic transport routes, having direct access to the A1 and the East Coast Main Line, making the district an attractive location for a wide range of households.
- There are good working relationships with the council to help solve local issues.
- The housing market is strong in large part due to the large number of EU people coming to the town to take jobs at the large employers such as, KnowHow, Vodaphone, Bakkavor etc.

Weaknesses:

- There is a shortage of houses in the £200-600k range that meets the vision of the future; sustainable, energy efficient and closer to passive house criteria as aspired in national policy statements – Newark and Sherwood could champion this.

- There is too much reliance on national house builders who all build to a similar house type, a lack of innovative design and a general lack of incorporating energy efficiency measures other than those mandated by building regulations.
- Not enough affordable housing; Developers being allowed to reduce allocation of affordable housing.
- The district is an attractive location for a wide range of households and in turn, this affects affordability in some areas. It is also quite rural in character and this creates challenges for the delivery of homes to meet local need, with older people seeking to downsize, young people looking to get onto the property ladder, and families needing more space. Given current national policy restrictions on affordable housing this creates challenges for the delivery of affordable homes, particularly in rural areas where sites tend to be smaller.
- Too many starter homes being built in rural areas. There is also a requirement for intermediate family homes which aren't being built for the next step up for families.
- Low quality town centre offer (Newark); insufficient high quality housing at a lower density; insufficient focus on town centre/periphery housing being targeted at older and less ambulant individuals; too many houses in (and being snapped up by) private sector landlords with more enforcement and accreditation needed.
- Lack of private and social housing stock makes it harder to address peoples housing needs. Also we have some rogue landlords in the area that need dealing with as they are not trading legally making it harder for the genuine housing providers.
- There are a lot of older properties (Georgian and Victorian era) which have issues around damp. Lack of affordable, new build properties.
- Not enough starter homes at a reasonable price. Not enough shared ownership properties. Insufficient council rental properties.
- The weaknesses aren't at local level - it's government policy that undermines things.
- Too many schemes coming through that are cramming more houses into too small a space. Building for Life standards need to be adopted to protect Newark's housing developments. Insufficient parking is the biggest challenge where family homes still have space for only one car.
- Ollerton and Boughton is a growing area with lots of properties being built however the infrastructure to support this rapid growth isn't there. The growth is also in the private housing sector which for local people is not an option.

E.4 Stakeholders were asked whether there are any gaps in supply of types of housing in Newark and Sherwood. Some stakeholders believed there are shortages of all types of property, however specifically mentioned gaps in supply relate to:

- 2, 3 and 4 bedroom homes, traditional in design and sustainable in construction standards in smaller non-estate settlements.
- Good quality, innovative design, energy efficient housing.
- Not enough affordable housing.
- Intermediate 3 and 4 bedroom family homes whether semi-detached or detached.

- Older persons – sheltered, shared, small unit and bungalow 'Premium' – larger homes on larger plots within urban boundaries and extensions.
- Eco-friendly houses.
- Starter homes are in short supply.
- Housing for older people, in particular specialist housing with better access for people with mobility constraints. Affordable homes for first time buyers and well-proportioned family homes which provide adequate space.
- There is not enough smaller 2/3 bed family homes for rent especially for new families.
- More could be done to utilise the space above commercial properties to convert them into residential properties.
- Huge demand is needed for social and affordable housing, especially in Ollerton and Boughton area. There should also be help for people to buy as people want to buy but can't get on the ladder.

E.5 Stakeholders were asked what can be done to improve the housing market in Newark and Sherwood. Stakeholders identified a wide range of improvements, including:

- Consider opening up 3 to 8 unit schemes in villages with a good housing mix.
- The District Council could dictate what type of housing is built instead of the builders deciding; tougher planning measures to ensure what is built is good quality and not just high density, low quality.
- Add intermediate houses into locations designated for affordable housing. Relax rural building restrictions to allow non-starter homes to be built. Families in starter homes do not have anywhere to move on to in villages as there is little intermediate housing stock available.
- Zone specific areas to limit types of housing that are excessive i.e. private rental/HMO and to encourage specified types. Accept s106 contributions for affordable housing as commuted sums to enable development where needed and to sustain services and public transport. Actively encourage contaminated land, brownfield and 'paused' permissions to come forward. Consider more neighbourhood plans/Area action plans to 'uplift' existing neighbourhoods and stimulate regeneration.
- Build more affordable homes throughout the district, not just in the larger conurbation areas.
- Planning policies need to ensure that the right type and mix of homes are delivered throughout the district. This should be backed up by robust evidence.
- Reduce the amount of larger 4/5 bed properties as these are for the few. Work more closely in helping agents help tenants.
- Improve the infrastructure and facilities around the town to ensure that future growth is sustainable and doesn't end up choking the town.
- Ensure that empty homes become occupied. Use derelict sites for building.

- Access to resident parking in the centre of town could be better.
- Lobby for an easier buying/selling process.
- More social housing, schemes where landlords/councils and tenants come together to purchase and rent properties, help to buy schemes. Change how much the landlord can charge for rent - over inflated rent prices mean landlords are making huge profits on tenants.

E.6 Stakeholders were then asked what they think the council needs to consider when assessing the future requirements and need for market, affordable and specialist housing in the district. Stakeholders provided a range of answers to this question, which include:

- Relax rural housing restrictions so a broader spread of housing can be added in rural locations. The Rural Housing Exemption policy is not fit for purpose in the 2020's.
- Population trends. The need to congregate 'types' and sectors of people to sustain local services and local economies. Assess affordability by the ability to step into the housing market and progress – encouraging freeing up social housing where affordability is improved. Increase smaller units appropriate to older people in particular to free up larger premises.
- Local amenities, shops, schools, pubs, parks etc.
- Public transport provision is declining at an alarming rate. Modern villages without a shop no longer work for families without private transport. This is particularly significant for young families with daily, and diverse, transport needs; and for elderly householders who may need access to health care facilities as well as access to the usual shops.
- Secondary data (ONS, POPPY, Housing Lin etc). Primary data from sources such as Nottinghamshire County Council, CCG/NHS, N&S monitoring data (housing and planning).
- The council needs to look closer at the demographic make-up of the town and provide more of the homes for smaller families to encourage younger families to move to the area, also price them accordingly as the prices are starting to become unaffordable for the average worker.
- Improve local social housing areas to reduce anti-social behaviour and encourage more local unity.
- Look at the end users. Do you anticipate growth in the warehouse workforce (flats) or more towards an older generation (bungalows)? The majority of house shares cater for working tenants and maybe look at whether there is a need for shared houses for those that are unemployed.
- Approve building plans rather keep knocking plans back. Make sure that we have schools and doctor's surgeries that can handle the numbers residents in the town.
- NHS capacity, education and library provision. Green Spaces – pleasant open and safe areas for walking, cycling etc and safe for kids. Parking and traffic congestion.

- Understanding the local area and demographic. Ollerton and Boughton – the area is expanding but the infrastructure cannot support it (schools, GPs, dentist, transport, roads etc). The plans already agreed are not designed to meet the needs of the local community. Profit should not be the driver.

E.7 Stakeholders were then asked what should be considered when setting future housing standards, such as accessibility, size and quality for new housing in the district. Considerations include:

- Newark and Sherwood is uniquely placed geographically and it should aim to inspire and encourage development ranging from small starter units, mid-life family homes and retirement homes enabling long term retention of active residents in the community.
- The government space standards should be adopted as soon as possible, there are too many houses being built that are below minimum standards, this leads to a constant churning of properties. Alternative energy sources, photovoltaics, ground source heat pumps should be, at the very least, offered on all new housing as an optional extra if they can't be 'built in' as part of the price.
- Local services, bus routes and amenities. In our village we have no shops and limited amenities for young families and the elderly alike. This means needing a car to access shops, post office, etc as the bus service to these can be restrictive.
- All premises should meet high energy efficiency ratings (potentially energy generation and type if not prohibitive). All premises should be capable of adaptation without significant cost i.e. door widths, plug heights. Minimum sizes for rooms in private rental/HMO proposals should meet the national requirement including a greater space requirement for bedrooms where amenity space is shared or communal - the Decent Homes Standard should not be for formal social housing provision only. All urban developments should provide for future-proof spaces to accommodate waste, cycles, charging points for vehicles and mobility vehicles. A minimum amount of outdoor space should be provided (for each premise, potentially communal) notwithstanding public space provision.
- Affordability and sustainability (eco-friendly).
- The current trend is for smaller private gardens, but some such provision is necessary. Parks and local authority recreational areas, if any, are not the same. Budget problems are restricting the provision, maintenance and improvement of such facilities.
- National policy and guidance. Housing and planning monitoring data.
- More aware of local infrastructure before deciding on more buildings try using more brown site areas, build smaller cheaper homes for first time buyers, and take advantage of the brilliant location Newark is to the major roads and rails links.
- Be an example to others in the country and look to exceed housing standards rather than simply meet them. New build properties are shrinking all the time. Things like parking are such a big (and dangerous) issue in places like Fernwood.
- Building for life policy to be adopted. Sustainable infrastructure. Sufficient parking for average households. Garages that are large enough for a modern car.

- Make sure there is parking and a reasonable sized garden. Tiny houses with handkerchief sized gardens do not sell, let or age well.
 - Traffic assessments to be updated before further housing developments are planned.
 - Understanding realistically what is needed. Sadly we live in a world where people have unrealistic or high expectations due to social media and a changing world. For example, take the villas at Center Parcs which have villas for 6 people (3 bedrooms) which are gorgeous, spacious and people pay over £1000 a week to stay in. Why can't these types of buildings be built for people to live in? They should however be built to be affordable in terms of energy efficiency.
- E.8 The next part of the survey instructed stakeholders to either go through all of the questions in the consultation or to move through specific sections targeted at particular stakeholder groups.

Registered providers

- E.9 Only one stakeholder responded to the questions relating to registered providers. They were asked about their main concerns surrounding affordable housing provision. Specifically, whether there is enough, too much or whether it is of the right size, and whether it is of good quality and in the right location. The stakeholders responded:
- That the pressures of the Spare Room Subsidy have changed the character and population of premises with smaller units - decreasing the viability of targeted services for older people and those with disabilities AND discouraging older singles/couples from relocating from larger premises.
- E.10 In relation to demand for intermediate housing products, one stakeholder believed that there is 'definitely' demand for these products. They stated that a model should be developed to actively encourage people to vacate premises as their income improves (with incentives and penalties in the system).
- E.11 Stakeholders were asked what they think needs to happen to improve the provision of affordable housing for rent and sale in Newark and Sherwood. No responses to this question were received.

Developers and housebuilders

- E.12 Only one stakeholder responded to the questions relating to developers and housebuilders. They were asked what the main challenges were facing the delivery of new homes in Newark and Sherwood. They mentioned:
- The multiple 'taxes' and levies and their inability to be finessed versus viability. There must be a hierarchy of which contributions are most pertinent and duly prioritised (by locality) and a revision to traditional s106 - for example libraries which are unlikely to exist as we understand them whereas open space and schools will. There are insufficient incentives to bring forward difficult and smaller sites in urban areas.

- E.13 In relation to the types of housing that are in most demand in Newark and Sherwood, the stakeholder mentioned:
- executive in urban fringes;
 - supported/shared/bungalows for older people in areas most readily accessible to services and public transport; and
 - high-quality town centre living.
- E.14 No responses were received for the following questions relating to significant housing developments, typical customers and whether these customers are looking for rent or sale, the role and main issues of Build to Rent housing products, and any suggestions about what would help developers/housebuilders to deliver new homes across the Newark and Sherwood housing market.

Specialist housing providers

- E.15 No responses were received from stakeholders for questions relating to specialist housing providers.

Newark and Sherwood Local Authority staff

- E.16 No responses were received from stakeholders for questions relating to Newark and Sherwood local authority staff.

Neighbouring or adjacent local authority staff

- E.17 Two stakeholders, from Bassetlaw and Central Lincolnshire, stated that they are reviewing their Local Plan. The timetables for review are as follows:
- An Issues and Options consultation took place 06.06.2019 - 18.07.2019. A Draft Plan had been scheduled for summer 2020 with anticipated adoption in 2021, but this had been delayed taking account of the climate emergency; and
 - Bassetlaw consulted on the Reg 18 Plan in January - February 2020. Publication Plan (Reg 19) is proposed for consultation in the late summer of 2020 with submission by December 2020. Examination is anticipated to be in April 2021 with adoption in October 2021.
- E.18 Both stakeholders stated that they are undertaking a new or updated SHMA/HNS to support the new plan.
- E.19 In terms of major housing commercial or infrastructure projects that may impact on the Newark and Sherwood local authority area, one stakeholder commented:
- Bassetlaw has recently (Jan 2020) consulted on the allocation of two large strategic sites which are located on the A57 and A1, adjacent to the Apleyhead junction (known as Five Lane End). This includes a new settlement at Morton (for approximately 750 new homes by 2037 and a further 3250 beyond 2037) and a large

strategic employment site at Apleyhead (the gross area is approximately 189 hectares). The council has also consulted on an Energy Hub/employment allocation (approximately 60 hectares (gross)) at the former High Marnham Power Station site.

- E.20 These are then included in their response to whether there are any significant housing developments, infrastructure developments and regeneration projects near to the boundary of the Newark and Sherwood Council area.
- E.21 In relation to proposals to develop or extend accommodation based special care facilities for adult social care or young people, no such proposals were mentioned.

Selling and lettings agents

- E.22 Stakeholders were asked whether the sales market is reaching its potential in terms of supply volumes. A mixed response was given:
- No demand is strong in the types referred to in smaller scale clusters meeting higher standards of sustainability.
 - Yes, I think so.
 - We don't carry out sales though I would say from keeping an eye on the market that the demand for properties in Newark exceeds the supply. We often speak with landlords that are struggling to find suitable properties.
 - Yes - outside of planning issues.
- E.23 In terms of gaps in supply, some stakeholders believed there were no gaps whilst others thought there were gaps in:
- The starter and retirement sector in villages i.e. modern barn style and cottage style dwellings.
 - Most properties being built are large expensive properties and we are missing building for the smaller family/single occupancy properties for the people on lower wages.
- E.24 Stakeholders were then asked whether they consider that there are any gaps or surplus supply in the market. Stakeholders commented:
- Gaps to serve in Trent Valley, Southwell surroundings and A46 corridor especially south of Newark.
 - Gaps in supply at the local villages for supporting the lower end of the market forcing people to move out for example Southwell, Farndon and Muskham etc. not much in the way of starter homes. I feel we have a surplus of the new larger properties being advertised at Middlebeck.
 - For letting, I think we have seen a large rise in the number of house shares across the town in the recent years and feel that there is currently an over-supply of rooms.
 - The Middlebeck development will be a problem in 10 years or so and Fernwood's a problem now.

- E.25 In terms of supply and demand issues, stakeholders gave mixed responses. Some thought that there were no such issues and others believed that there were. Specifically mentioned was a lack of good quality family properties under £600 per month.
- E.26 All stakeholders believed that the rental market is buoyant and popular. One stakeholder mentioned that a factor at play is the lack of affordability / supply for small better quality units local to the place where renters grew up and work.
- E.27 Again, there was a mixed response to the question regarding whether the sales market is blocked in specific areas and ways such that conveyancing chains are slow to complete. Responses included:
- Yes. The time from sale agreed to exchange is now close to four months; twenty years ago 21/28 days was commonplace.
 - Depends on the solicitors as some are quicker than others. We have completed on properties in less than 4 weeks.
 - No - that's dependent upon using good contractors.
- E.28 Stakeholders believed that to speed things up the following should be done, faster searches, more digitised connected data and a better motivated efficient legal system.
- E.29 The types of housing recognised to be in short or over supply were:
- Freehold private dwellings and good quality long term private rental.
 - Oversupply of flats for the area for sales and rent. Short supply of first homes in both markets.
 - House shares are in an oversupply.
 - Fernwood - owners offloading in droves. The values aren't holding up because of the service agreements.
- E.30 In relation to the locations that are most popular and the types of housing that is most popular, stakeholders mentioned:
- Lower density, less estate type housing which is part of a traditional community settlement. This will only get stronger in the wake of the current crisis where people will seek a home in a place where they belong and feel safe and secure for the medium long term, as opposed to more faceless high density low grade housing schemes.
 - We find that the streets of the town centre Lime Grove, Hatton gardens etc are most desirable for rent and sales, specifically well maintained terraces for the room sizes.
 - Between the town centre and McDonalds is popular with those working at Knowhow and generally they are after 2 or 3 bed properties. Sometimes house shares.
 - Sales - the villages, for obvious reasons. Lettings - top choice is always 2 bed terrace. 3 bed family housing next.
- E.31 The areas covered by the stakeholders responding to the questions relating to selling and letting agents are as follows:
- Nottinghamshire in the village and country property market (large and small) primarily with a niche representation in the small scale development sector.

- NG24, NG23, NG22 & NG25 in places.
 - NG23, NG24, NG25, NG17, NG18, NG19, NG13, NG14, NG1, NG2, NG5 and NG8.
 - Newark out to Bingham, north to Gainsborough including Southwell, Lincoln and Grantham.
- E.32 The survey asked stakeholders what dwelling type, number of bedrooms and location would they suggest for any future new build being considered. Responses included:
- 2, 3, 4 bed and houses with an annex for extended family arrangements reflecting social care issues of the future and a perceived move in society for families to live together and help manage working life, child raising and old age together.
 - More smaller family homes, in more central locations.
 - Two bed quarter houses are popular. Two bed properties with off street parking or a garage.
 - Large prestige housing in Southwell. Small developments - under 10 homes for the town area and villages.
- E.33 The next question asked respondents whether their customers are mostly local people or incomers. Responses include:
- Incomers 20% plus. Trend of people working from home and commuting to London / across the UK for two plus days a week. Buyers in both active career phase seeking a better work life balance and retirees have been identified as quite strong drivers in the market, sometimes at the expense of local buyers who cannot compete.
 - Probably an even split of Eastern European people and locals.
 - I would estimate 10% would be incomers to the area. They come from all over. People moving from down south to retire/downsize. People moving to the area for work. Graduates starting their careers.
 - 70% EU citizens.
- E.34 The factors that bring incomes to the area or retain local people in the area include:
- Schooling, infrastructure and market town life.
 - Employment is the main factor; large employers of foreign workers, as well as reasonable wages for the area.
 - Employment. Road and rail links.
 - Jobs. Returning to Family.
- E.35 The survey asked stakeholders whether investors/landlords are active locally or are they local investors or absentee landlords from outside the local authority area. Stakeholders believed that there is a mix.
- E.36 Stakeholders were then asked what, if any, is the impact of Brexit on the local housing market. Responses included:
- Brexit stalled the market but pre Coronavirus there was evidence of a significant shortage of supply vs strong demand.

- Not much noticeable change a very small amount of Eastern Europeans leaving but very small.
 - I think Newark would be hugely affected if some of the large businesses reduce their workforce locally. This would lead to lower demand and a fall in prices.
 - All the uncertainty was a disaster. Now it's sorted, there's been a small drop in EU people renting, but an increase in settled status citizens purchasing now that they've been here long enough to get a mortgage.
- E.37 In regard to Build to Rent, stakeholders believed that there may possibly be a market for this type of development. Comments included:
- Potentially yes but build costs and land prices make it a difficult equation to bring property to market at sensible rental levels yielding say 6% gross.
 - I think there is potential on a small scale for starting in the area.
 - Yes I think there is a market for it for good quality affordable accommodation.
 - The market exists for decent council housing. There are lots of tenants struggling in private rent accommodation who need to be in council properties but can't get any. It leads them into arrears and evictions and then emergency housing.
- E.38 No stakeholders could mention whether there are any areas/localities that are subject to an Article 4 direction.
- E.39 Three stakeholders were unsure or were not aware of a local landlord group or forum, however one stakeholder commented that there is a Sherwood landlords private Facebook group though this is very small. We are trying to create a forum in Newark for landlords to seek advice.
- E.40 Stakeholders stated that the student market in Newark and Sherwood is very small.

Newark and Sherwood Council Elected Members

- E.41 The survey asked stakeholders what they think the key strengths are of the housing market, if any, and the types of housing available in the stakeholders' specific ward. Comments included:
- Bilsthorpe – We have had very little new housing actually built in the ward although there are planning consents in place for around 450 new houses on 4 separate developments not yet started.
 - Beacon Ward – a diverse ward. Beacon Hill – a good community spirit and sense of identity. London Road (and some streets adjoining) – retention of character Sheltered housing/supported housing – in good locations near to convenience stores and public transport.
 - There is a good mix of housing in the smaller villages in Collingham's Ward but they have few facilities and need to be sustainable. This requires better transport provision, at least into Collingham, and more investment in social and community groups. Villages such as South Scarle and Spalford require the use of a car for everything. Affordable homes are needed in the villages.

- It could be seen that in Ollerton and Boughton the strength is that it is a growing area with lots of properties being built however the infrastructure to support this rapid growth isn't there. The growth is also in the private housing sector which for local people is not an option. At the current time there are only 5 properties, all 3 beds, available to rent privately and these are all over £575 a month. There are over 700 people alone on the waiting list for social housing in the Ollerton and Boughton area and no properties for them to move to.

E.42 The survey then asked stakeholders what challenges, if any, face their ward and its residents. Responses included:

- Bilsthorpe Ward is classed as a being in a 'deprived area' and doesn't attract CIL money. The type of houses offered on the applications already approved are mixed dependant on which end of the village they will be built in. Low cost housing is required in some parts but not low quality and regrettably the two seem to go together.
- Retro-fitting insulation to existing premises (London Road area especially) are attractive by virtue of their character (red brick with lintels and detailing). Many are single skin. Will people accept a reduction in room size for internal insulation or is there a need to subsidise the existing external replica products? Affordability will be an issue for these residents due to increased costs of the products required. Similarly, age profiling would indicate that a 'pay back' period probably won't be an incentive. HMOs and private rental - there is a heavy concentration on the Barnby Gate/Road area and these are often older premises, some with historic character. Will landlords afford, or be compelled, to retrofit insulation and energy sources? In particular if properly enhanced space, amenity and outdoor spaces are also required. Generally, a 'pepper pot' approach which prohibits the ability to get scale to the costs of product and fitting - we must be tenure and income 'blind' but have regard instead to neighbourhoods and localities. Electric vehicles – a lot of Beacon Ward is comprised of terraced housing, some of which have residential parking and insufficient spaces for each house. Mobility - too few pavements are narrow or parked on, this is already causing issues for residents that have mobility aids and/or vehicles - planning for the future must recognise that there will be an increase in these vehicles - and the need to store them securely. Affordability is only an issue in parts of the ward as the traditional 'first home' that residents might move into are rarely taken to market and are increasingly becoming private rental so there is a shortage of entry-level private and shared-ownership homes.
- Transport, into Collingham from the smaller Collingham Ward villages, and into the hospitals at Newark and Kings Mill Hospitals from all villages.
- Ollerton and Boughton wards – property prices to buy are too high for many local residents as too are private rentals. There are few private rentals available (5 at the moment). There are over 700 people on the social housing waiting list and not enough properties for them. This is an area of high deprivation and all the properties being built are for people to buy.

E.43 Stakeholders were then asked how they believe these challenges are best met. Responses included:

- Bilsthorpe Ward – one of the ways our area can lift itself out of the ‘deprived’ label is by encouraging better quality housing that will attract more people into the area, whilst also ensuring some affordable housing is included in the mix.
- Beacon Ward – intervention to aggregate home-owners for retro-fit schemes with the probable need to generate a financial package of loan or subsidy. Limiting levels of private rental (especially conversion) to HMO might be considered and/or a quality standard that is assessed and prosecuted. Neighbourhood schemes to limit through-traffic and improve parking (for charging vehicles and improved accessibility) and to improve air quality/street planting. Zoning any appropriate existing facilities and development sites in specific areas i.e. Barnby Gate/Sherwood Avenue to congregate people with specific needs closer to public services and transport and make such services viable going forward and accessible to those most in need. Town Centre traffic flows - Beacon Ward contains at least 3 means of access from A roads and is a 'rat-run' for those cutting through to get to Balderton. Road safety and air quality are an increasing issue, as are on-street parking needs in areas that have no alternative - Bowbridge Road, Charles Street, Newton Street and Harcourt Street, Winchilea Avenue, Hatton Gardens and Earp Avenue all being examples of immediate need.
- Review of local transport plans and community support groups.
- Ollerton and Boughton – they are not being met at all. Social housing is not a priority as any investment needs to make a return.

E.44 Finally the survey asked stakeholders to state any other comments about the role of their ward in helping to meet future housing need in the district. Comments included:

- Bilsthorpe Ward – Yes because we are not eligible for CIL money, being zero rated, we haven't done a Neighbourhood Plan. So unless we go down the route of carrying one out, with all the associated cost and time spent, without any financial benefit to the village then we are at the mercy of the big builders who will dictate what we get as a village. I think the CIL rating system should be looked at again and areas like ours re-evaluated. We are an area that can show house price growth if built properly.
- Beacon Ward has opportunity sites for 'resident-type' development that keep people near to services and make home-support more viable - Woods Court, Howes Court, former Massey Street coal-yard. There are also sites that are being given permission which eradicate the ability to provide off-street parking (and charging) solutions i.e. Jubilee Street and possible Woods Court. Bowbridge Road will be arterial once the SLR is developed and, in the meantime, is almost the only route for the Phase 1 Middlebeck development. Solutions must be designed in before the opportunity is lost or the costs inflate.
- I would like to actively participate in any future housing planning policy relating to the HNA and would like to see better engagement with the parish councils.
- Ollerton and Boughton – needs are being met well in this area for people wanting to buy.

Private Landlords

- E.45 One stakeholder replied to the question relating to how many properties respondents let in Newark and Sherwood district, to which the respondent replied '400-500 at any one time'.
- E.46 Stakeholders were asked, based on experience, what type of properties are most in demand and in which areas, to which one stakeholder responded:
- 2 or 3 beds, with parking.
- E.47 Reported properties that private landlords struggle to let included:
- 1 and 2 bed flats in town – because of the lack of parking and the road works.
- E.48 In relation to advantages and challenges of investing in, or letting properties, in the district, one stakeholder mentioned advantages such as the huge rental market, affluent consumers and local companies employing people. The challenges were considered to relate to sorting out the empty shops in the town centre.
- E.49 Stakeholders were asked in what ways, if any, could Newark and Sherwood's private rental sector do more to meet housing need and demand in the district and how could the council help to this end. One stakeholder responded with the idea that the PRS needs to be unshackled by the national government. Social housing is the council's responsibility - not the PRS's.
- E.50 Finally, the survey asked stakeholders, if known, who would they say are the typical customer groups who rent their properties, to which one respondent stated:
- working adults; and
 - young families.

Summary

- E.51 From all of the challenges facing the Newark and Sherwood housing market, stakeholders were asked what the key priority is for themselves or their organisation. The key priorities identified were:
- To ensure that management companies are not used for new developments in Fernwood. To try to improve on the current management company arrangements that are in Fernwood Central which put the residents at a disadvantage when selling their homes.
 - Build more intermediate 3 and 4 bedroom family properties as a stepping stone away from affordable properties. There is plenty of affordable property in our village but nothing to move up to meaning families have to move away again. Until we get a mix of affordable and intermediate property (both open market and 'affordable') then we will not support any planning application for starter homes only.
 - Local affordable housing.
 - Provision of housing for younger people, thereby to help to keep local schools, shops, and pubs etc; and reduce the development of dormitory enclaves.

- Sustainable, affordable houses. Building for life principles. Sufficient green space permeable surfaces. Grants to retrofit houses for environmentally sustainable properties.
- Staying in business in spite of all the unnecessary regulations that we are having to work with from a national government level. Keep local government off our backs – no more red tape and box ticking.
- Ensuring sufficient housing to meet demand whilst protecting the homes and residents already there: parking, traffic, open spaces and environmentally economic homes, that are affordable.

E.52 Further comments were made by stakeholders responding to the survey, including:

- Affordable housing is supposed to cater for a range of occupants. It is aimed at people, especially couples and families to return to rural areas they may have grown up in. That is fine but when they need to move to bigger property there is none and they move away again to suit their needs. Until NSDC allow more larger properties then this unsatisfactory incessant build of affordable bungalows will continue. This survey needs to reflect a general need for the district as a whole.

District Wide Housing Needs Assessment

Newark and Sherwood District Council

Sub Area Summaries

December 2020

Main Contact: Dr. Michael Bullock
Email: michael.bullock@arc4.co.uk
Telephone: 0800 612 9133
Website: www.arc4.co.uk



© 2020 arc⁴ Limited (Company No. 06205180)

Table of Contents

Introduction	5
The Collingham sub-area.....	8
The Mansfield Fringe sub-area.....	11
The Newark sub-area	14
The Nottingham Fringe sub-area	17
The Rural South sub-area.....	20
The Sherwood sub-area	23
The Southwell sub-area.....	26
The Sutton on Trent sub-area	29

List of Maps

Map 1 Newark and Sherwood District and its sub-areas	6
--	---

List of Tables

Table 1 Towns and villages located in each sub-area	7
---	---

Please note that in this report some of the tables include rounded figures. This can result in some column or row totals not adding up to 100 or to the anticipated row or column 'total' due to the use of rounded decimal figures. We include this description here as it covers all tables and associated textual commentary included. If tables or figures are to be used in-house then we recommend the addition of a similarly worded statement being included as a note to each table used.

This report takes into account the particular instructions and requirements of our client. It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

arc⁴ Limited accepts no responsibility or liability for, and makes no representation or warranty with respect to, the accuracy or completeness of any third party information (including data) that is contained in this document.

Registered Address: arc4, 41 Clarendon Road, Sale, Manchester, M33 2DY

Email: businessteam@arc4.co.uk Web: www.arc4.co.uk

arc4 Limited, Registered in England & Wales 6205180 VAT Registration No: 909 9814 77

Directors: Helen Brzozowski and Michael Bullock

Introduction

- 1.1 This report summarises information about Newark and Sherwood's 8-sub areas as defined by the council, which is contained in the District Wide Housing Needs Assessment 2020.
- 1.2 This summary report defines the 8 sub areas and their constituent parishes and then presents the key characteristics and findings of the needs assessment for each sub area in alphabetic order.
- 1.3 Infographics have been used to present this information.

Map 1 Newark and Sherwood District and its sub-areas

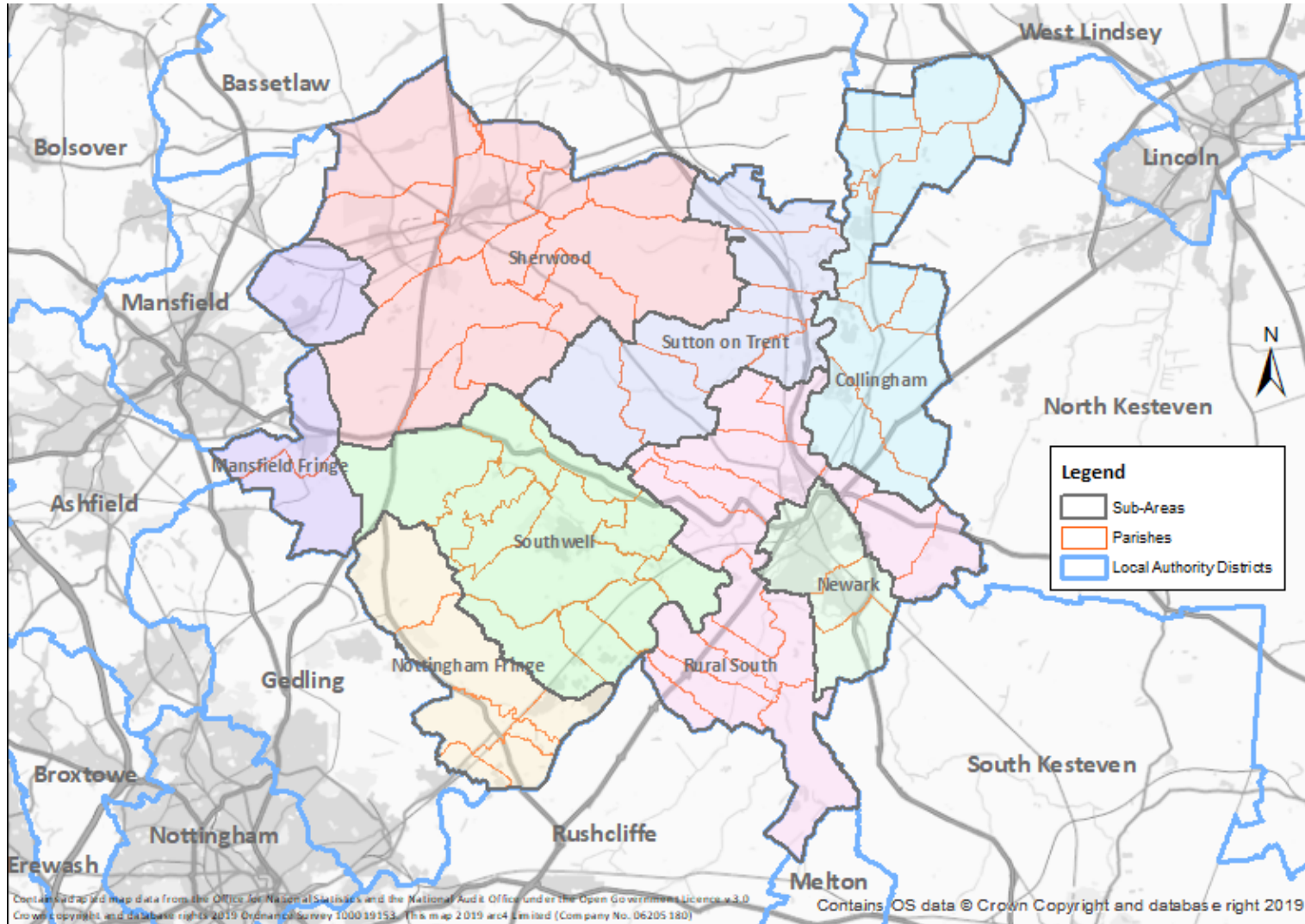


Table 1 Towns and villages located in each sub-area							
Collingham	Mansfield Fringe	Newark	Nottingham Fringe	Rural South	Sherwood	Southwell	Sutton on Trent
Besthorpe	Blidworth	Balderton	Bulcote	Alverton	Bilsthorpe	Bleasby	Carlton On Trent
Collingham	Clipstone	Fernwood	Caythorpe	Averham	Boughton	Edingley	Caunton
Girton	Kings Clipstone	Newark	Epperstone	Barnby in the Willows	Eakring	Farnsfield	Cromwell
Harby	Rainworth		Gonalston	Bathley	Edwinstowe	Fiskerton	Grassthorne
Holme			Gunthorpe	Coddington	Egmanton	Halam	Maplebeck
Langford			Hoveringham	Cotham	Kersall	Halloughton	Norwell
Meering			Lowdham	East Stoke	Kirton	Hockerton	Ossington
North Clifton			Oxton	Elston	Kneesall	Kirklington	Sutton On Trent
South Clifton				Farndon	Laxton and Moorhouse	Rolleston	Weston
South Scarle				Hawton	Ollerton	Southwell	Winkburn
Spalford				Kelham	Ompton	Thurgarton	
Thorney				Kilvington	Perlethorpe	Upton	
Wigsley				Little Carlton And South Muskham	Rufford		
				North Muskham	Walesby		
				Staunton	Wellow		
				Syerston			
				Thorpe			
				Winthorpe			

The Collingham sub-area

Collingham Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

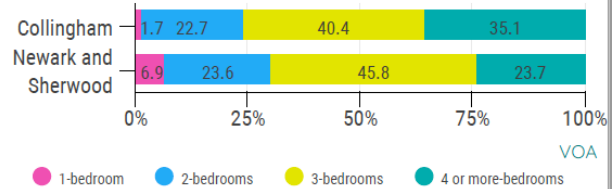
6,150 people lived in the Collingham sub-area in 2020.

There are 2,584 households in Collingham, which is 4.9% of the households in the Newark and Sherwood district.

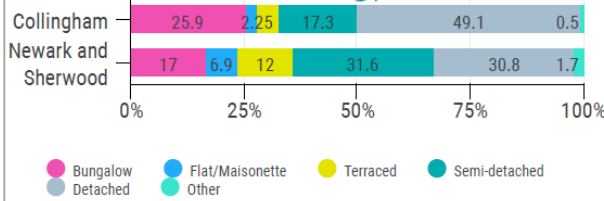
VOA, N&SDC, 2020 Household Survey



Number of Bedrooms

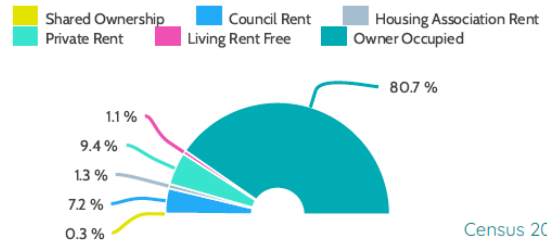


House Type



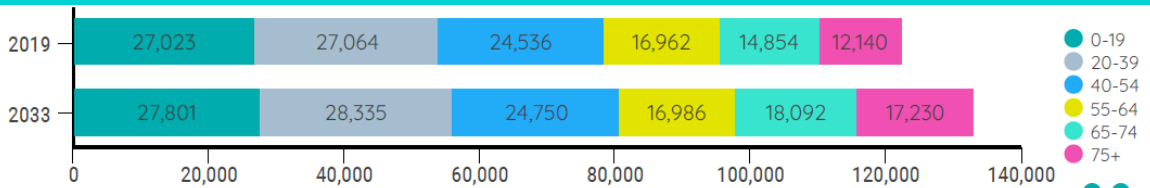
Census 2011

Tenure



Census 2011

Population Projections for the District

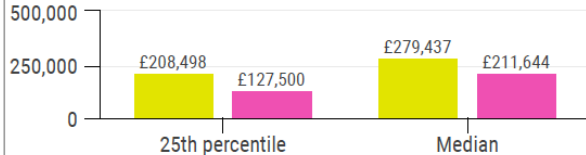


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

House Prices, Rent, and Affordability

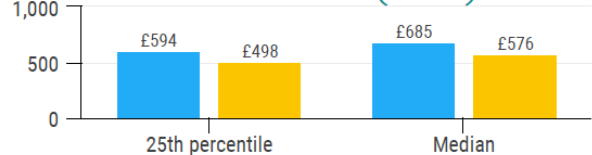
Sold Prices



Land Registry 2019

Collingham Newark and Sherwood

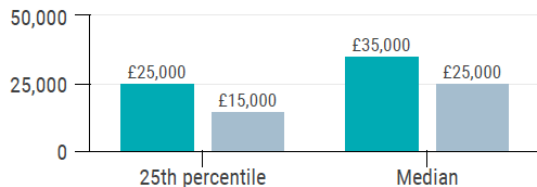
Rental Prices (PCM)



Zoopla 2019

Collingham Newark and Sherwood

Income



CAMEO 2019

Collingham Newark and Sherwood

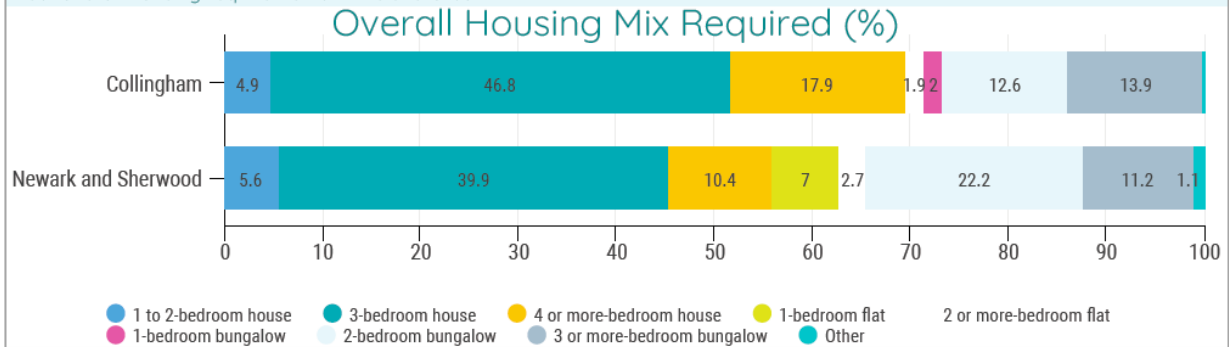
Affordability Ratio for 25th Percentile House Prices



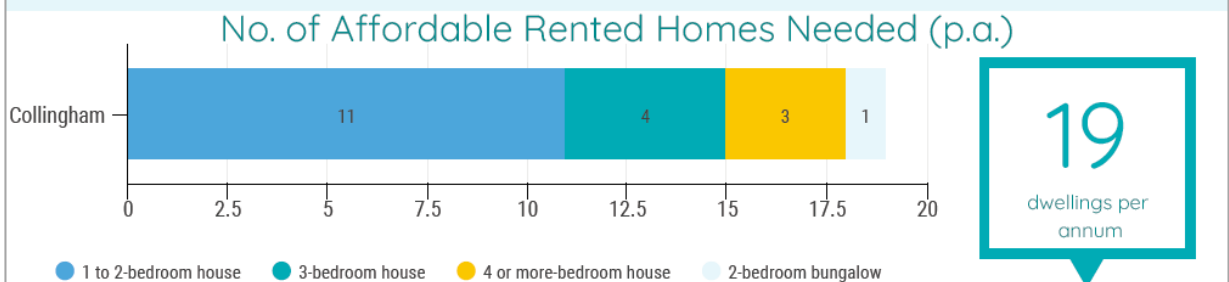
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25th point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

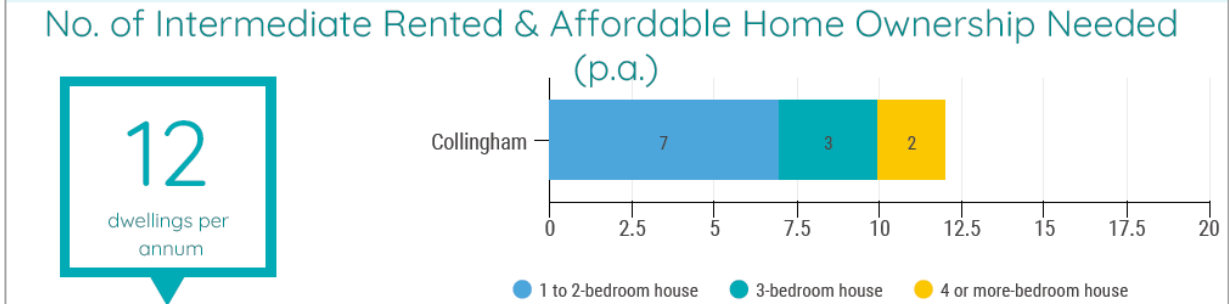
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



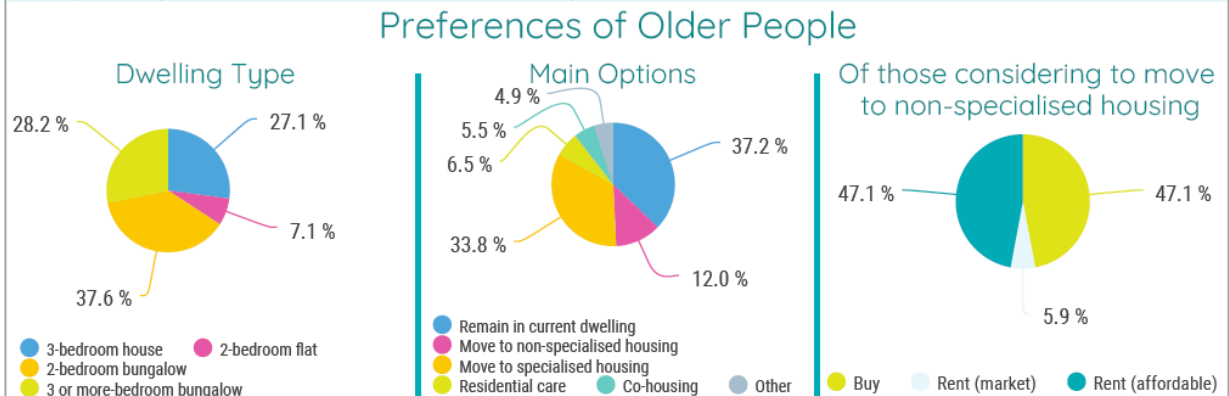
Collingham needs more 3 and 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Collingham has a lower proportion of need for affordable rented housing mostly in the form 1, 2, 3 and 4-bedroom houses. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Mansfield Fringe sub-area

Mansfield Fringe Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

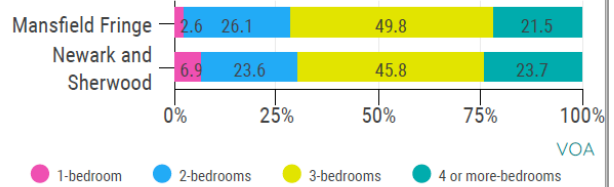
17,655 people lived in the Mansfield Fringe sub-area in 2020.

There are 7,233 households in Mansfield Fringe, which is 13.6% of the households in the Newark and Sherwood district.

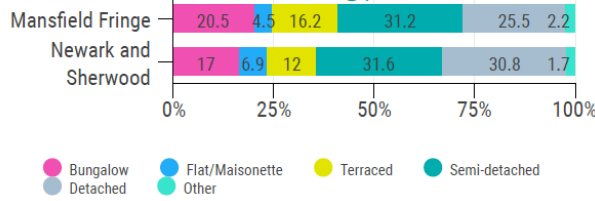
VOA, N&SDC, 2020 Household Survey



Number of Bedrooms

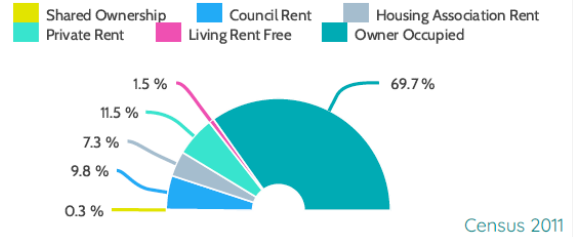


House Type



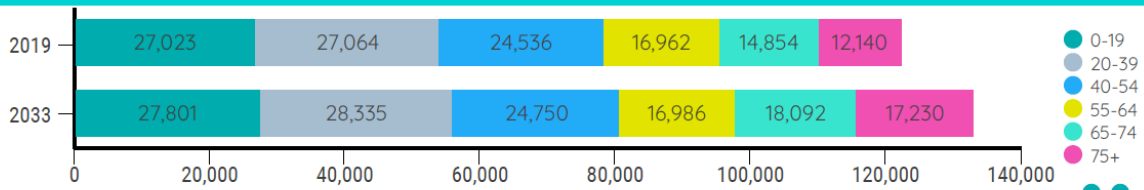
Census 2011

Tenure



Census 2011

Population Projections for the District

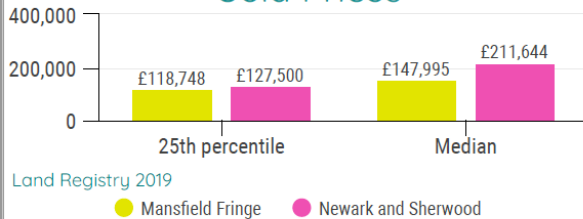


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

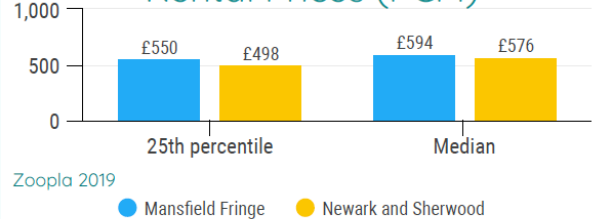
House Prices, Rent, and Affordability

Sold Prices



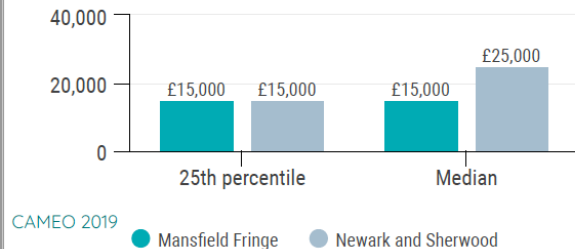
Land Registry 2019

Rental Prices (PCM)



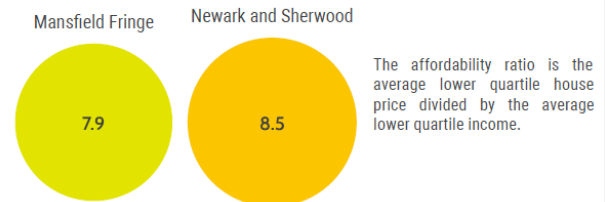
Zoopla 2019

Income



CAMEO 2019

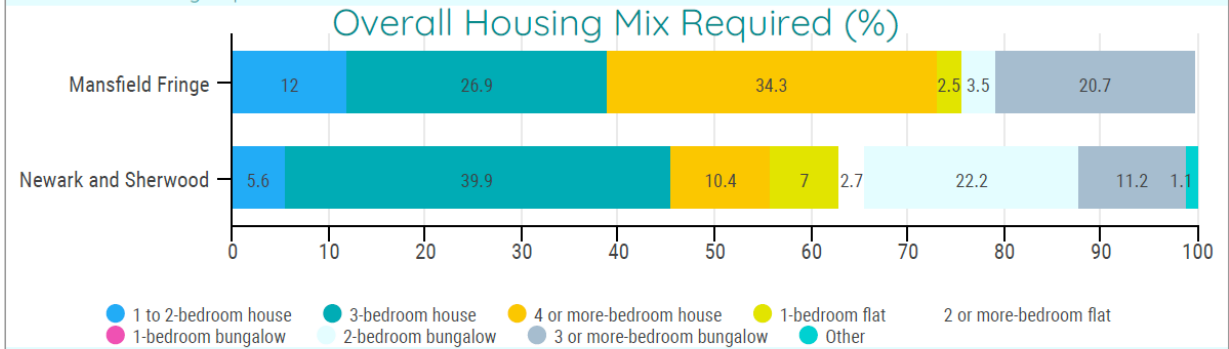
Affordability Ratio for 25th Percentile House Prices



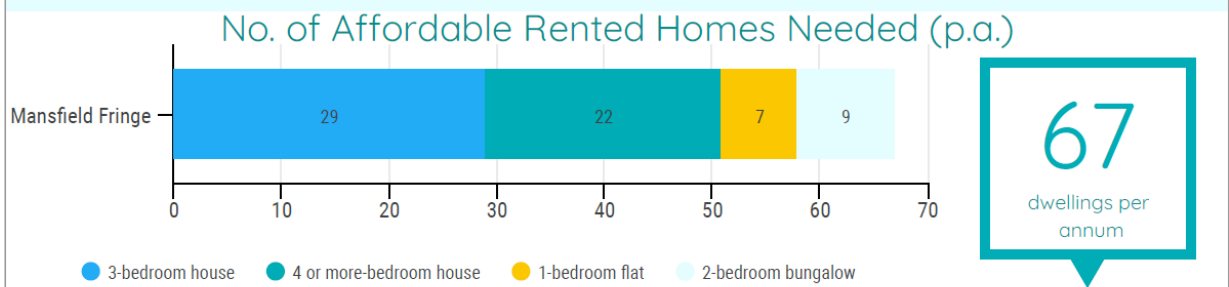
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25% point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

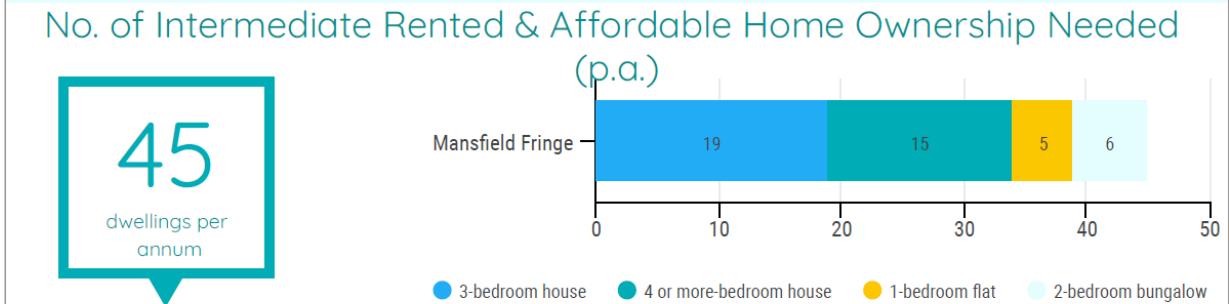
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



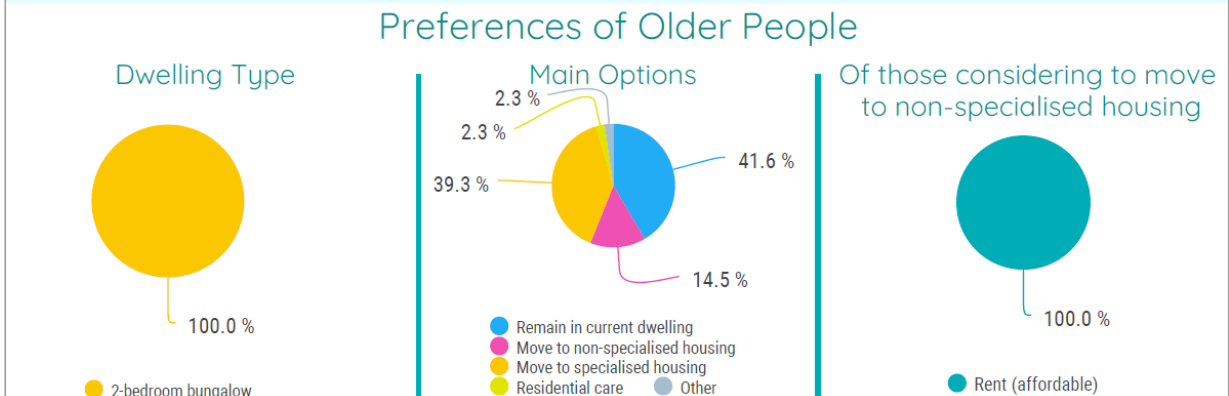
Mansfield Fringe needs more 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Newark sub-area

Newark Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

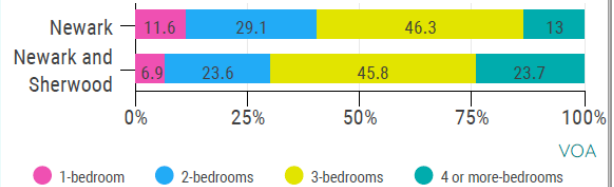
42,889 people lived in the Newark sub-area in 2020.

There are 18,899 households in Newark, which is 35.6% of the households in the Newark and Sherwood district.

VOA, N&SDC, 2020 Household Survey

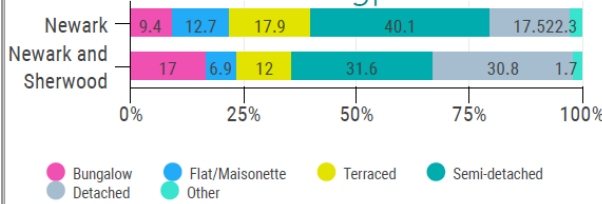


Number of Bedrooms



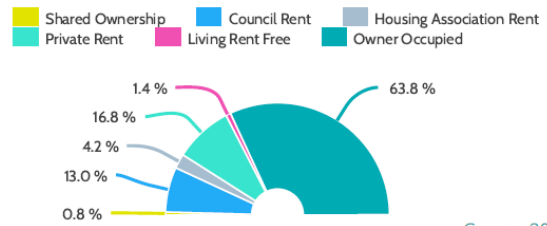
VOA

House Type



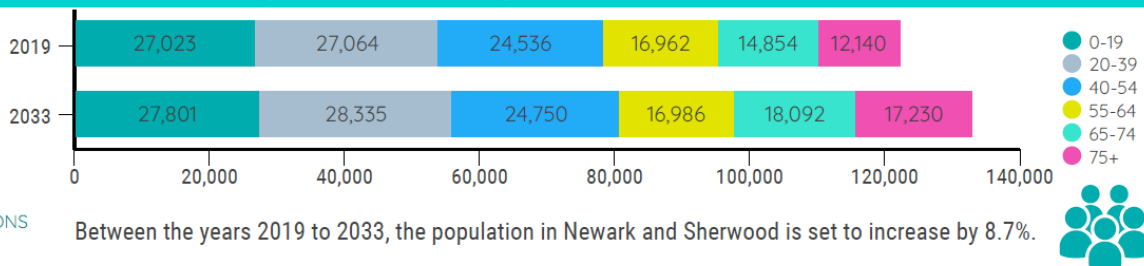
Census 2011

Tenure



Census 2011

Population Projections for the District

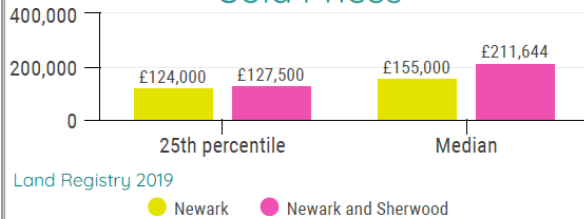


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

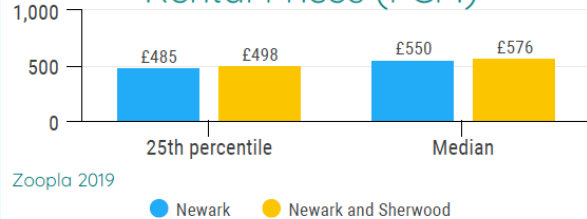
House Prices, Rent, and Affordability

Sold Prices



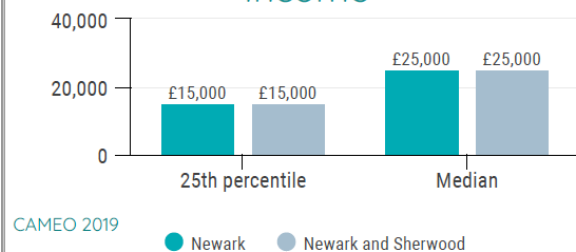
Land Registry 2019

Rental Prices (PCM)



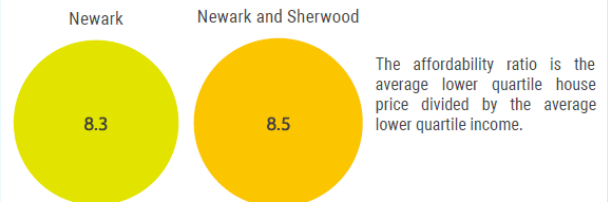
Zoopla 2019

Income



CAMEO 2019

Affordability Ratio for 25th Percentile House Prices

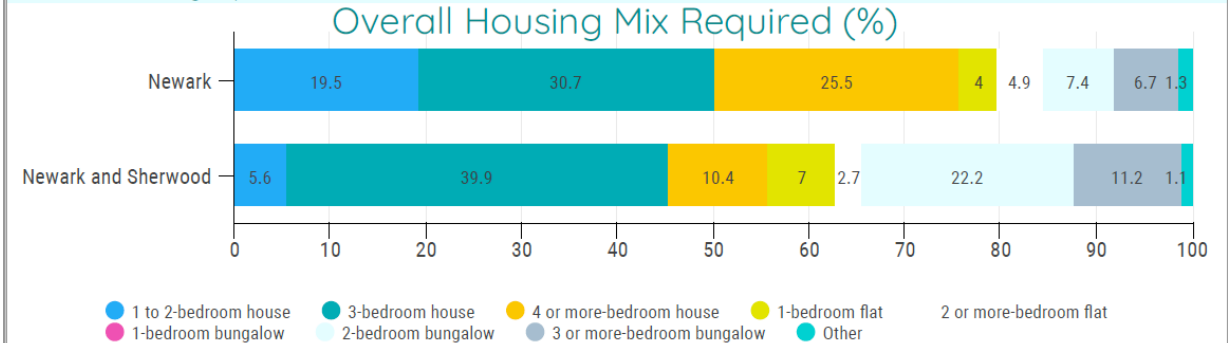


The affordability ratio is the average lower quartile house price divided by the average lower quartile income.

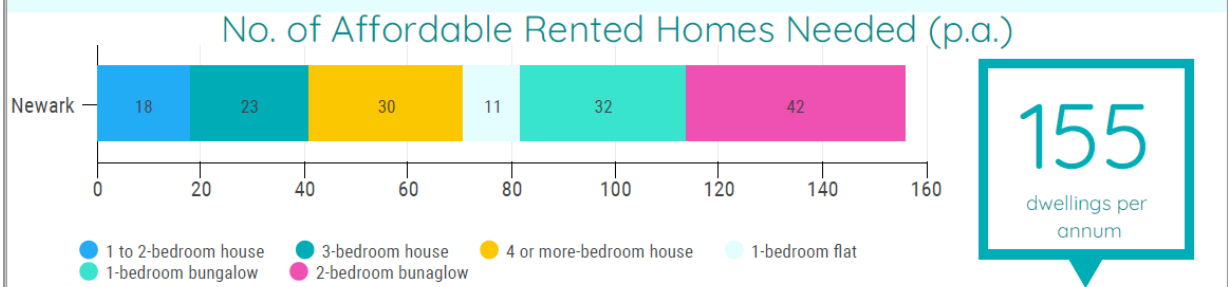
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25th point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

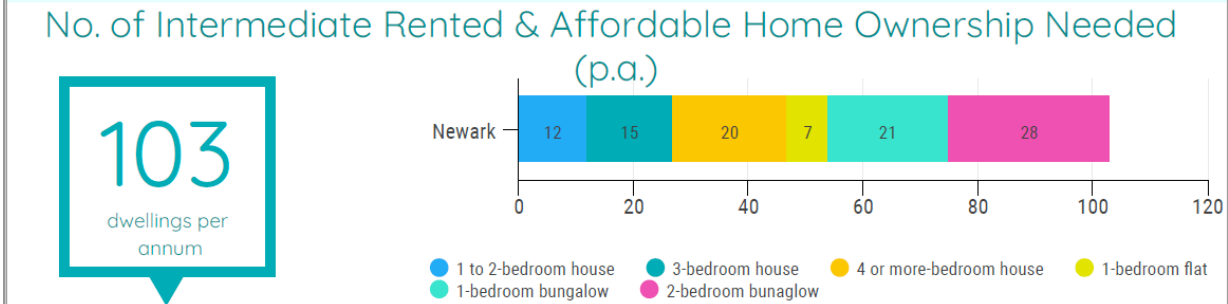
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



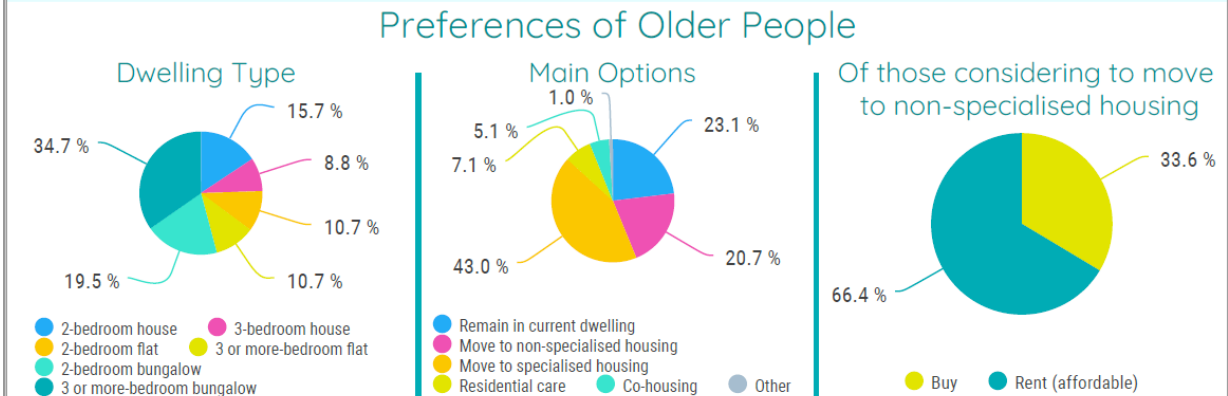
Newark needs more 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Nottingham Fringe sub-area

Nottingham Fringe Sub-area Summary Housing Needs Assessment 2020

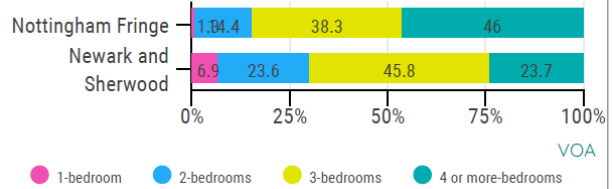
People, Housing and Households

5,726 people lived in the Nottingham Fringe sub-area in 2020. There are 2,316 households in Nottingham Fringe, which is 4.4% of the households in the Newark and Sherwood district.

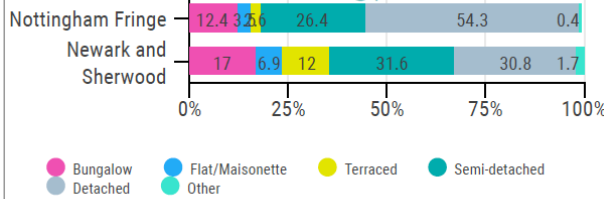
VOA, N&SDC, 2020 Household Survey



Number of Bedrooms

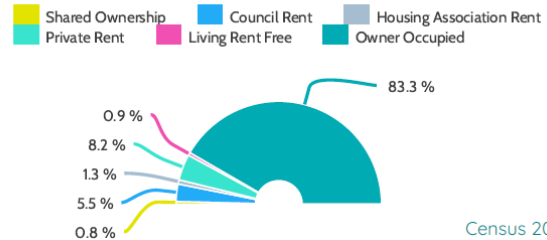


House Type



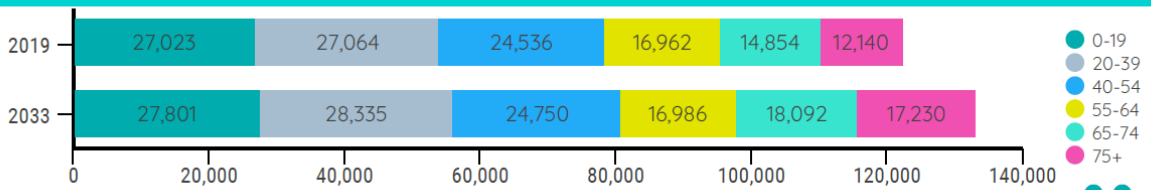
Census 2011

Tenure



Census 2011

Population Projections for the District

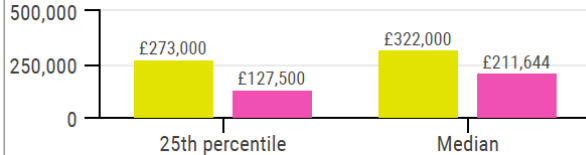


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

House Prices, Rent, and Affordability

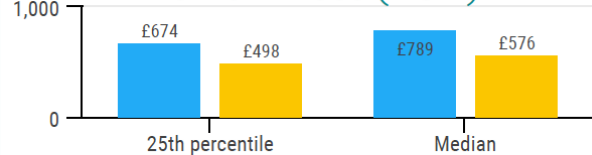
Sold Prices



Land Registry 2019

Nottingham Fringe Newark and Sherwood

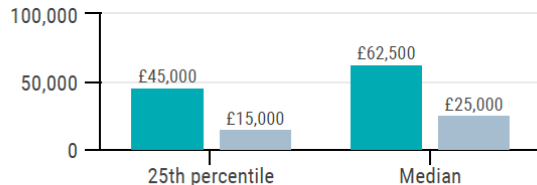
Rental Prices (PCM)



Zoopla 2019

Nottingham Fringe Newark and Sherwood

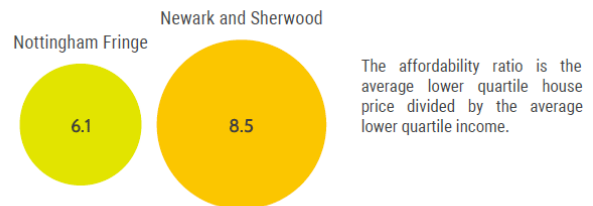
Income



CAMEO 2019

Nottingham Fringe Newark and Sherwood

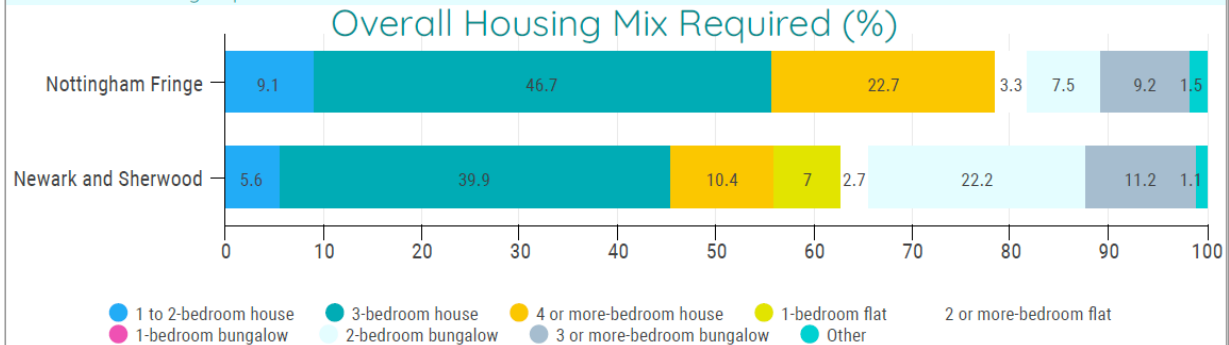
Affordability Ratio for 25th Percentile House Prices



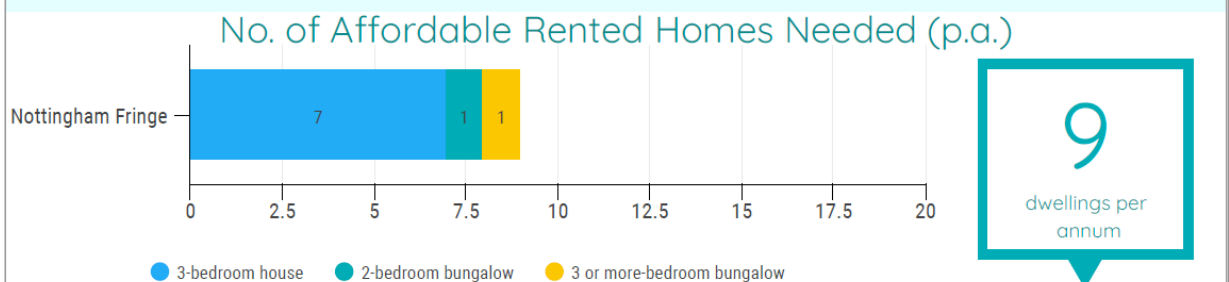
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25th point of all transactions in the year listed in order of price. The median is the 50th point.

The Need for Additional Housing

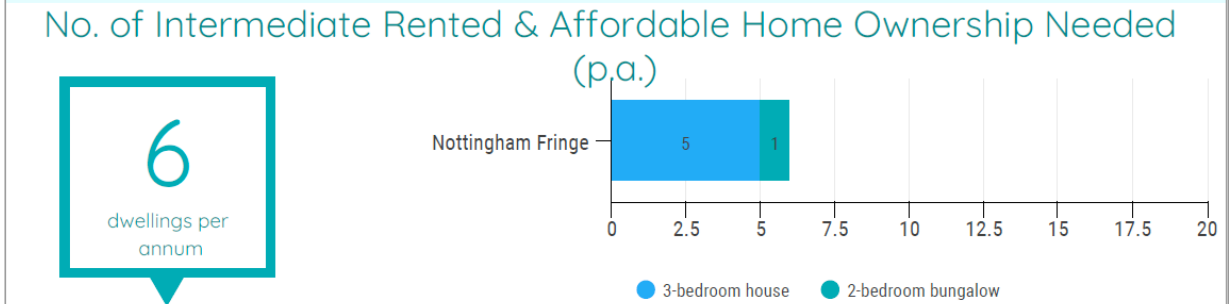
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



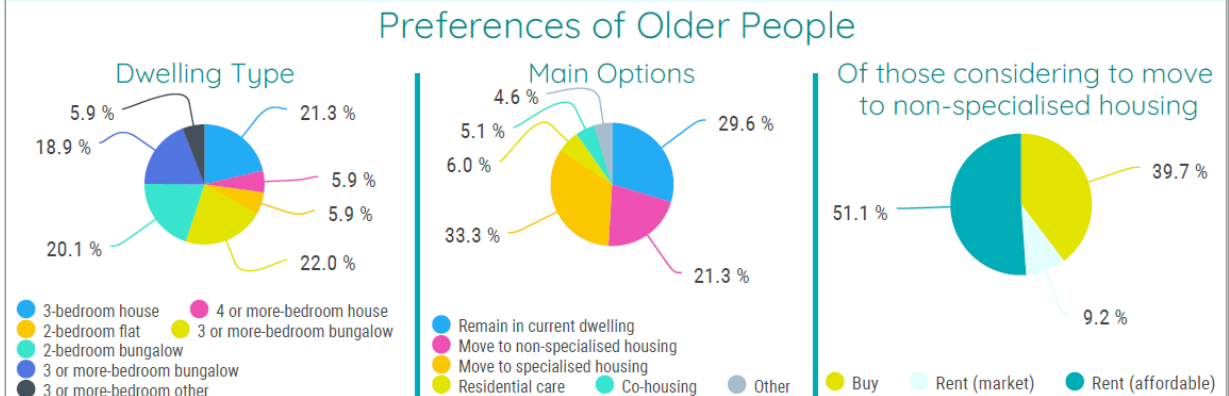
Nottingham Fringe needs more 3 and 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Nottingham Fringe's affordable need is largely for 3-bedroom homes. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Rural South sub-area

Rural South Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

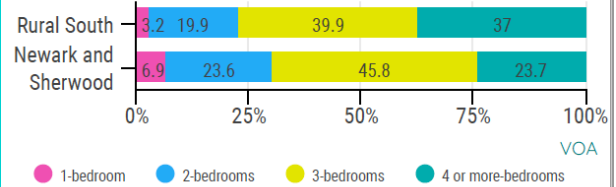
8,522 people lived in the Rural South sub-area in 2020.

There are 3,778 households in Rural South, which is 7.1% of the households in the Newark and Sherwood district.

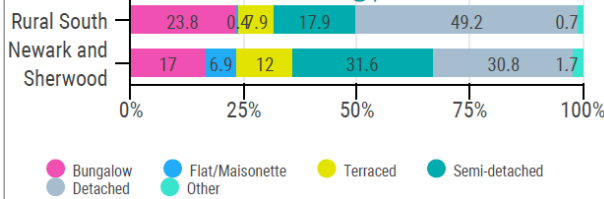
VOA, N&SDC, 2020 Household Survey



Number of Bedrooms

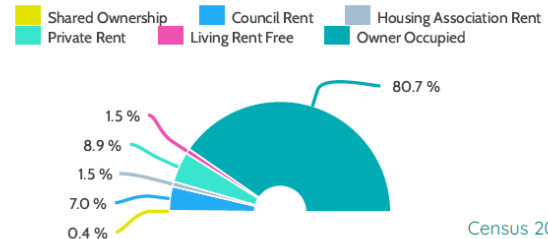


House Type



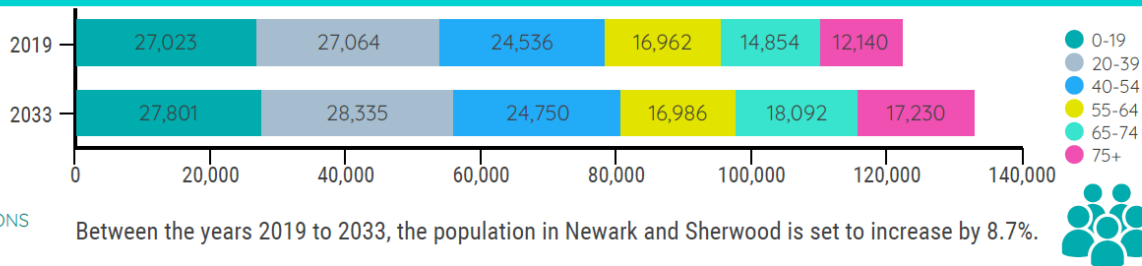
Census 2011

Tenure



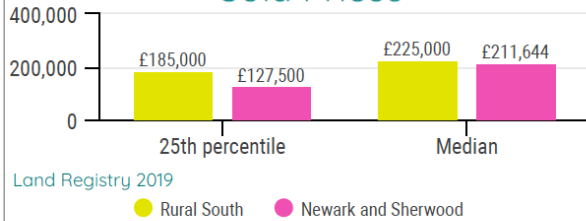
Census 2011

Population Projections for the District

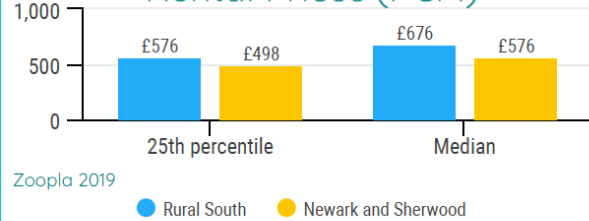


House Prices, Rent, and Affordability

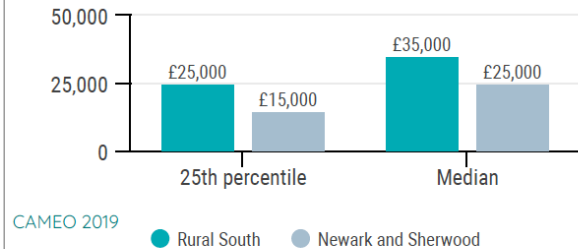
Sold Prices



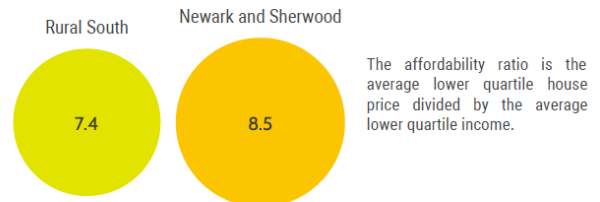
Rental Prices (PCM)



Income



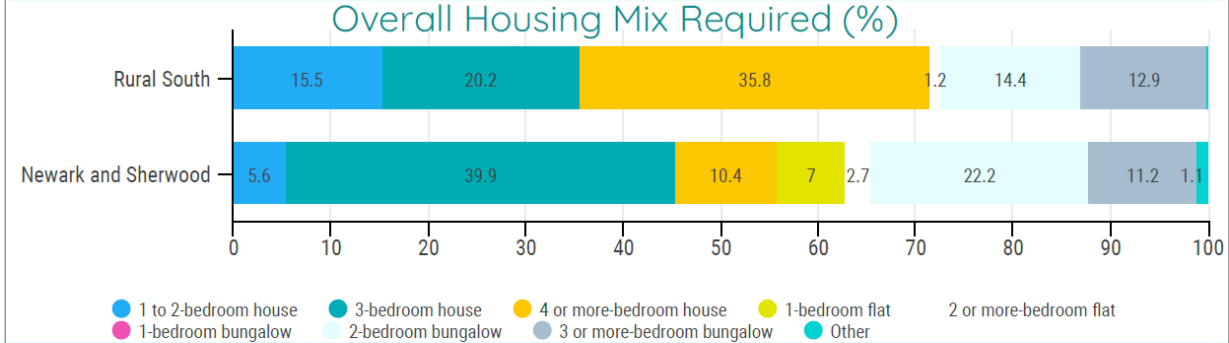
Affordability Ratio for 25th Percentile House Prices



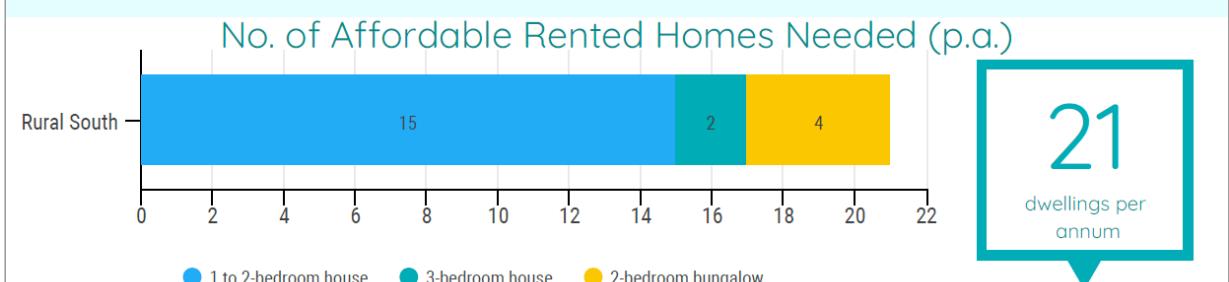
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25th point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

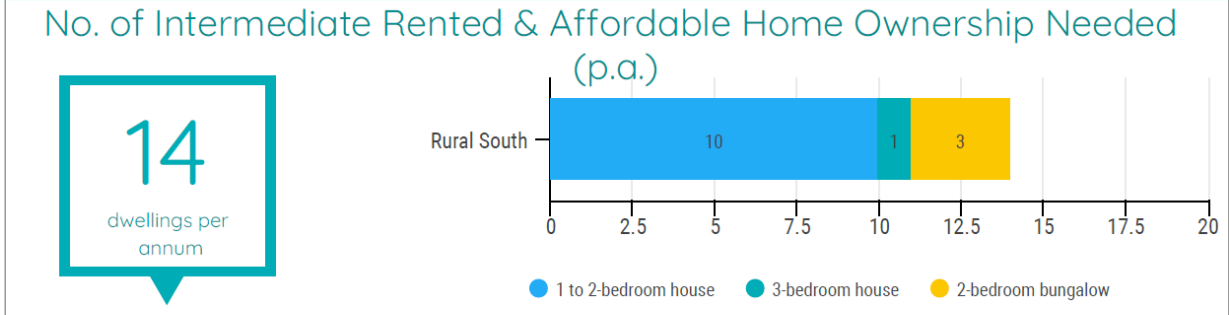
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



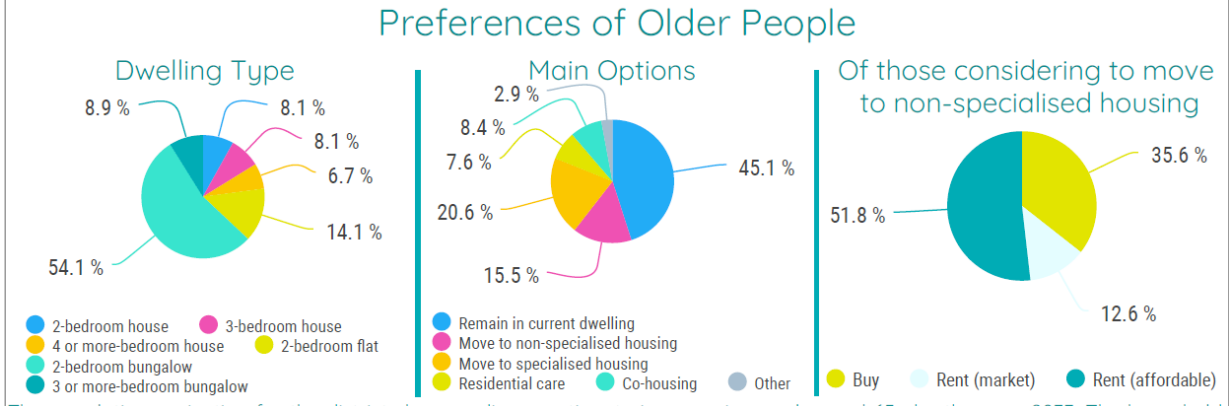
Rural South needs 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Rural South's need for affordable rented housing is mostly in the form 1 to 2-bedroom houses. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Sherwood sub-area

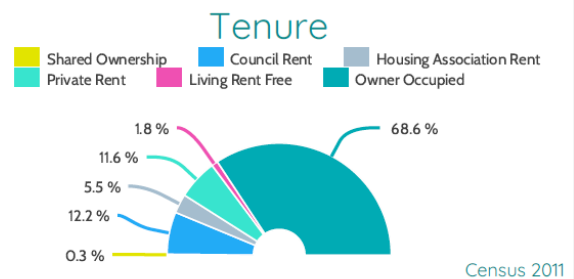
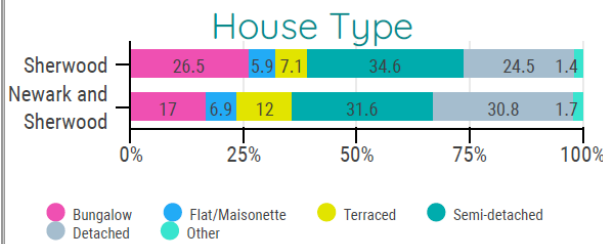
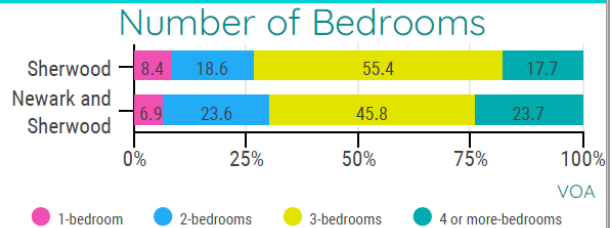
Sherwood Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

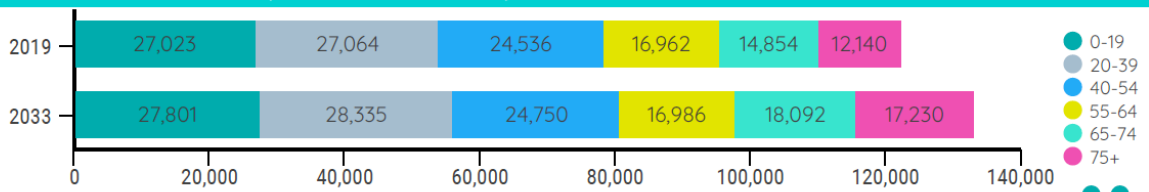
22,898 people lived in the Sherwood sub-area in 2020.

There are 10,456 households in Sherwood, which is 19.7% of the households in the Newark and Sherwood district.

VOA, N&SDC, 2020 Household Survey



Population Projections for the District

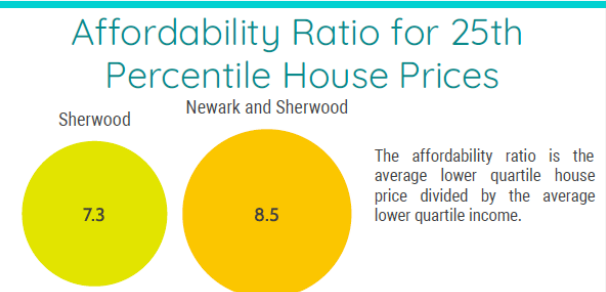
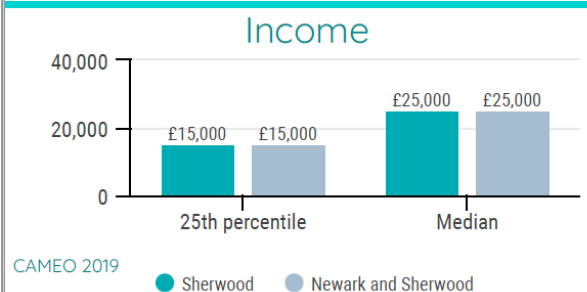
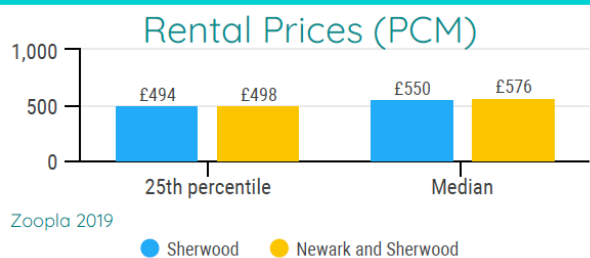
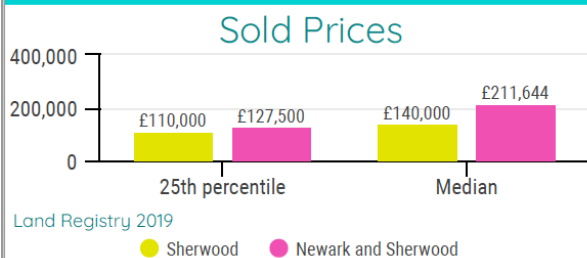


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.



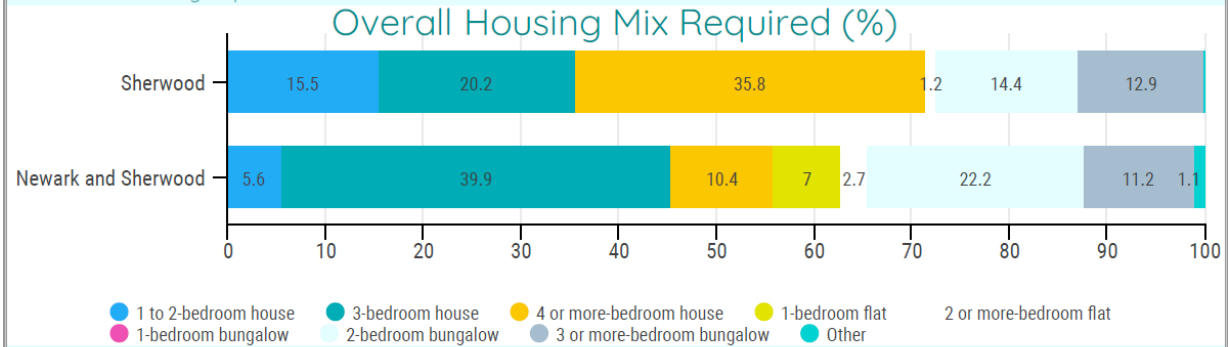
House Prices, Rent, and Affordability



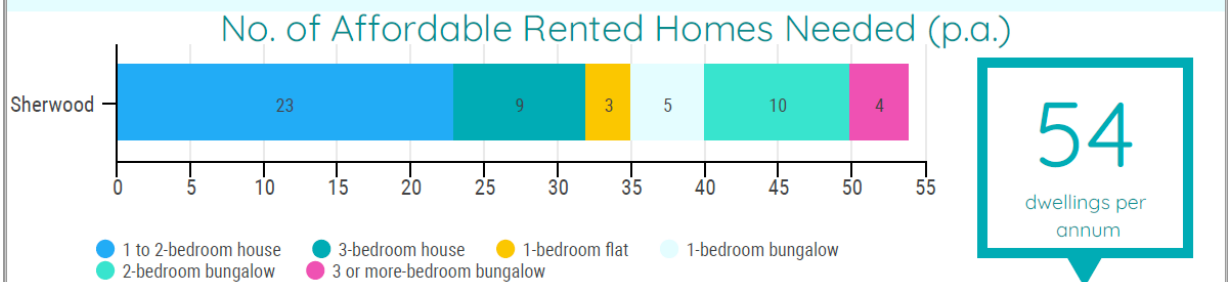
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25% point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.

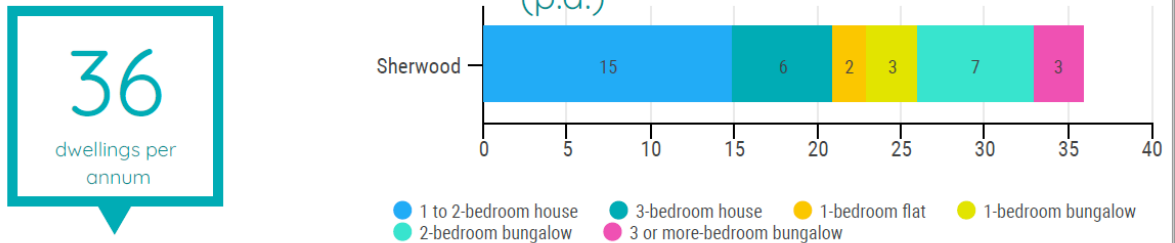


Sherwood needs 4 or more-bedroom family housing than the district as a whole. Source: Household Survey 2020



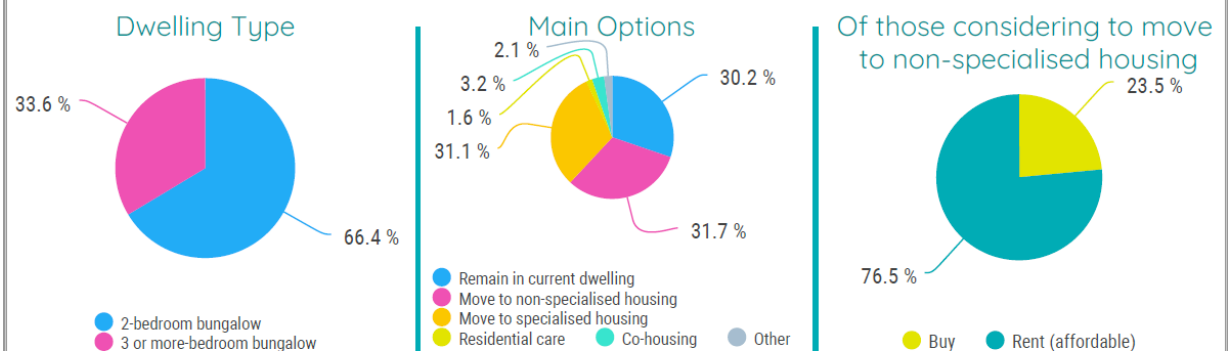
Most affordable need arises in the Mansfield fringe and the town of Newark. Sherwood has a need for affordable rented housing mostly in the form of 1-bedroom houses. Source: Household Survey 2020

No. of Intermediate Rented & Affordable Home Ownership Needed (p.a.)



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020

Preferences of Older People



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Southwell sub-area

Southwell Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

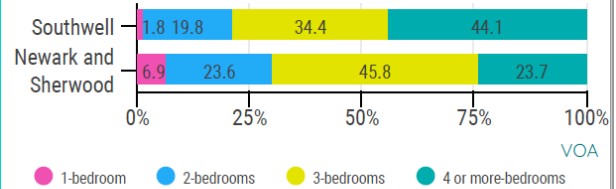
14,858 people lived in the Southwell sub-area in 2020.

There are 6,345 households in Southwell, which is 11.9% of the households in the Newark and Sherwood district.

VOA, N&SDC, 2020 Household Survey

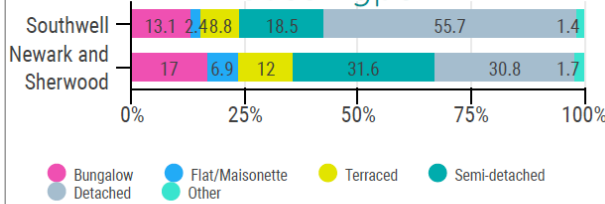


Number of Bedrooms



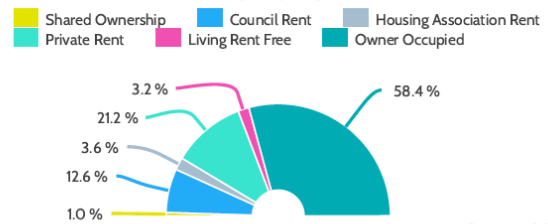
VOA

House Type



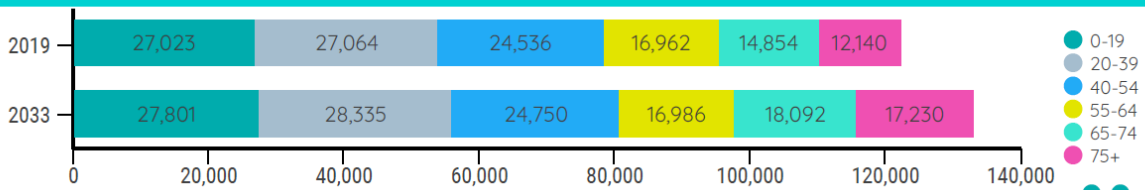
Census 2011

Tenure



Census 2011

Population Projections for the District

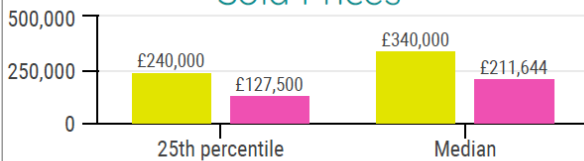


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

House Prices, Rent, and Affordability

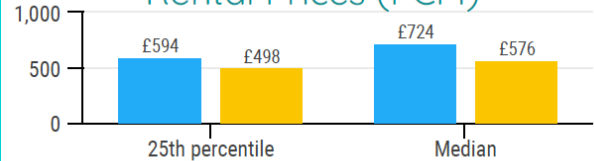
Sold Prices



Land Registry 2019

Southwell Newark and Sherwood

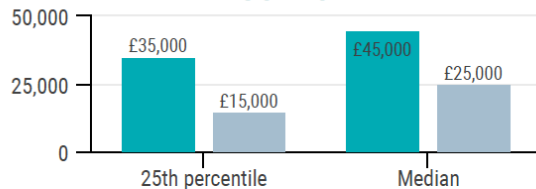
Rental Prices (PCM)



Zoopla 2019

Southwell Newark and Sherwood

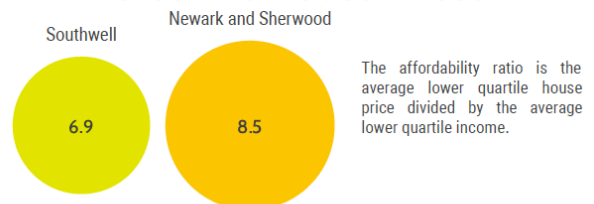
Income



CAMEO 2019

Southwell Newark and Sherwood

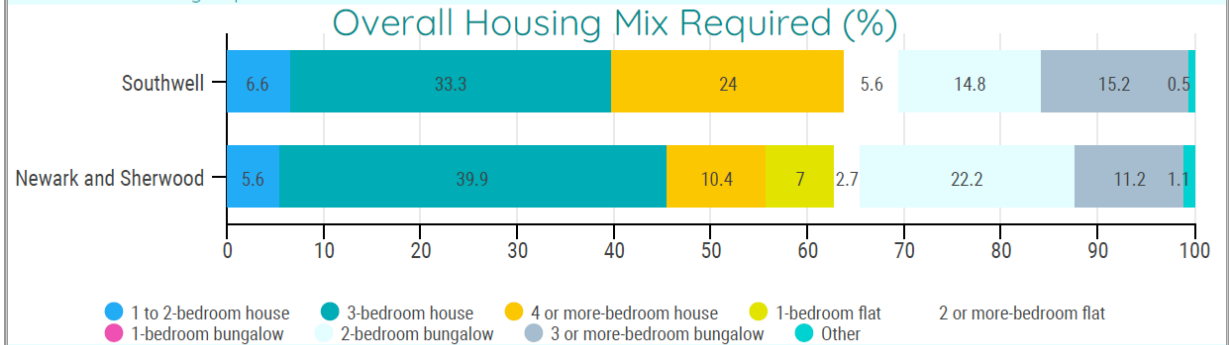
Affordability Ratio for 25th Percentile House Prices



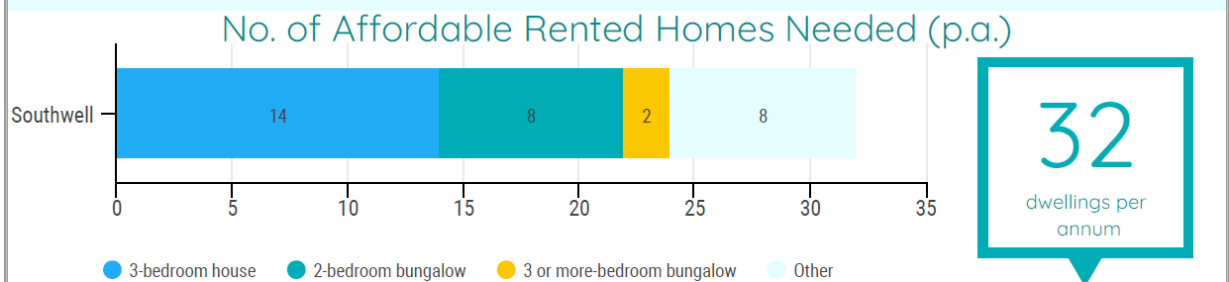
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25% point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

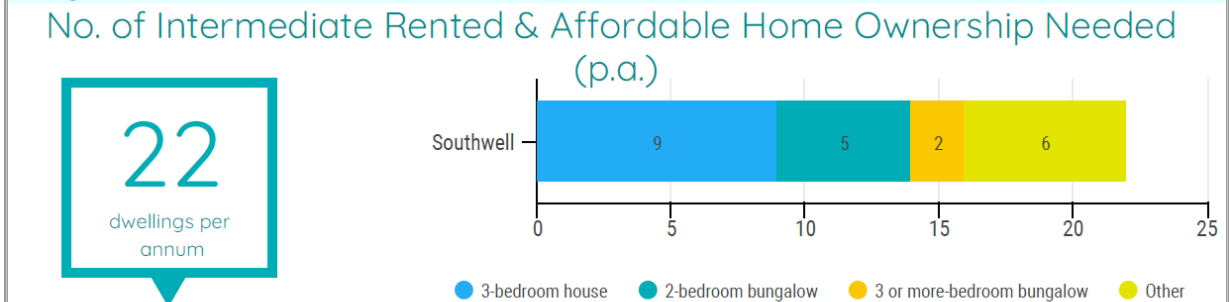
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



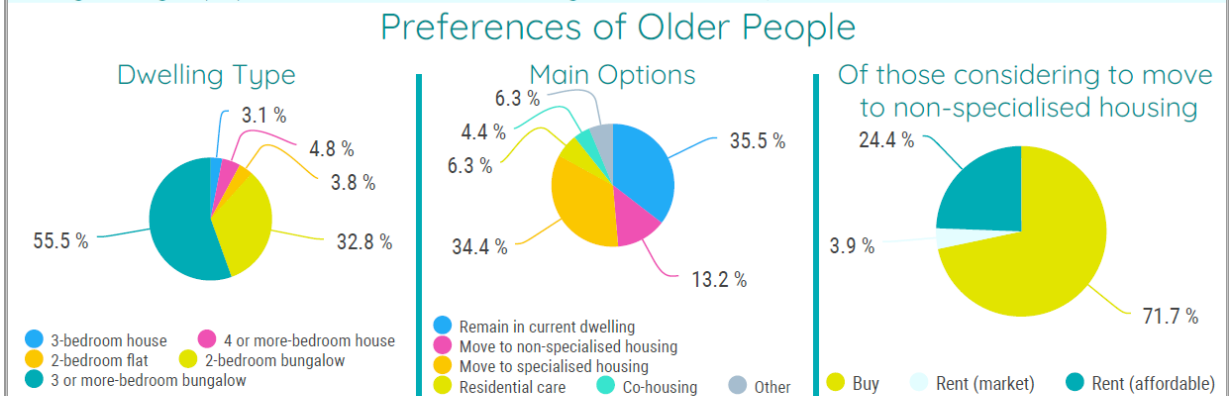
Southwell needs more 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Southwell's need for affordable rented housing is mostly in the form 3-bedroom houses. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

The Sutton on Trent sub-area

Sutton on Trent Sub-area Summary Housing Needs Assessment 2020

People, Housing and Households

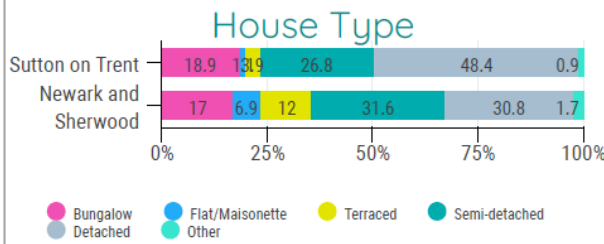
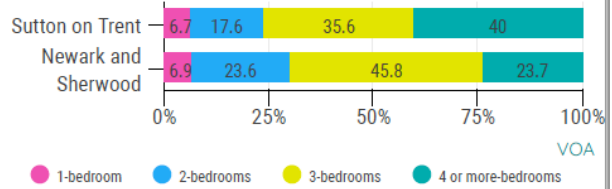
3,880 people lived in the Sutton on Trent sub-area in 2020.

There are 1,504 households in Sutton on Trent, which is 3.9% of the households in the Newark and Sherwood district.

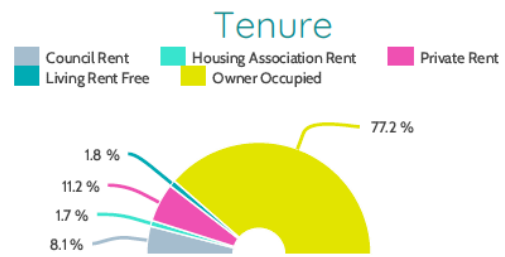
VOA, N&SDC, 2020 Household Survey



Number of Bedrooms

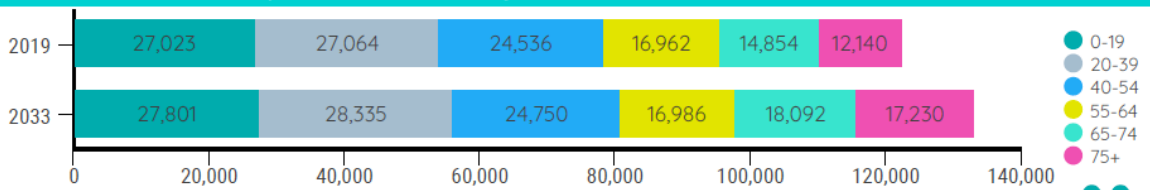


Census 2011



Census 2011

Population Projections for the District

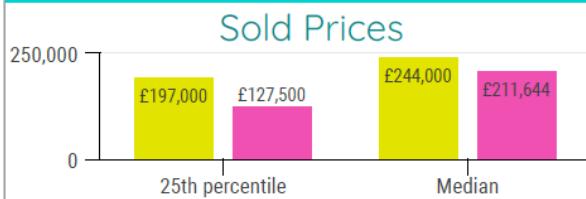


ONS

Between the years 2019 to 2033, the population in Newark and Sherwood is set to increase by 8.7%.

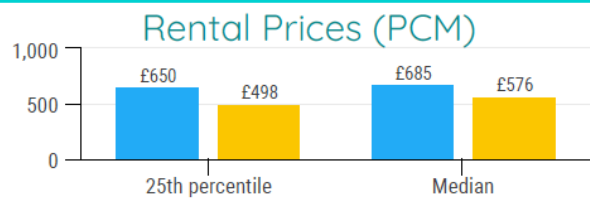


House Prices, Rent, and Affordability



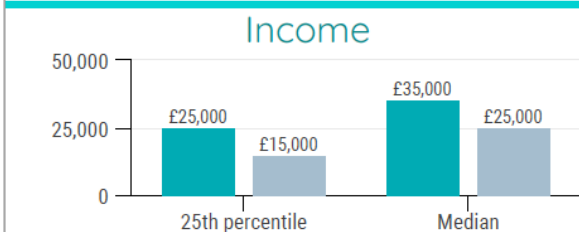
Land Registry 2019

● Sutton on Trent ● Newark and Sherwood



Zoopla 2019

● Sutton on Trent ● Newark and Sherwood



CAMEO 2019

● Sutton on Trent ● Newark and Sherwood

Affordability Ratio for 25th Percentile House Prices

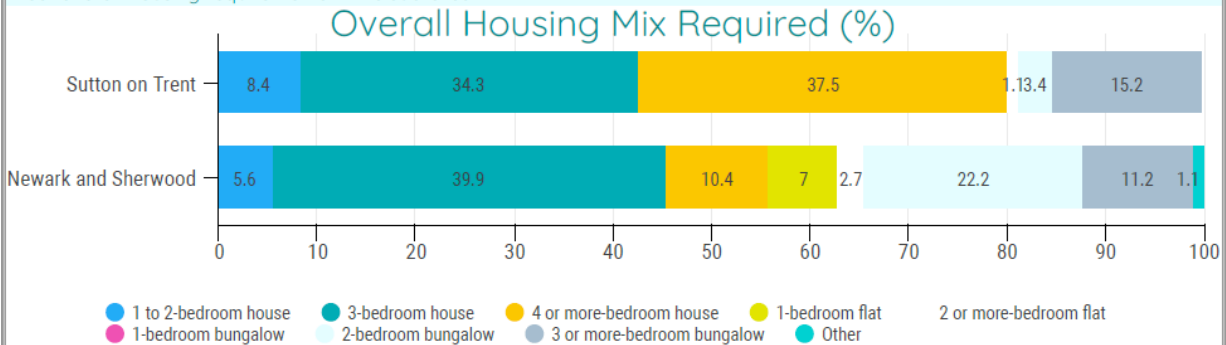


The affordability ratio is the average lower quartile house price divided by the average lower quartile income.

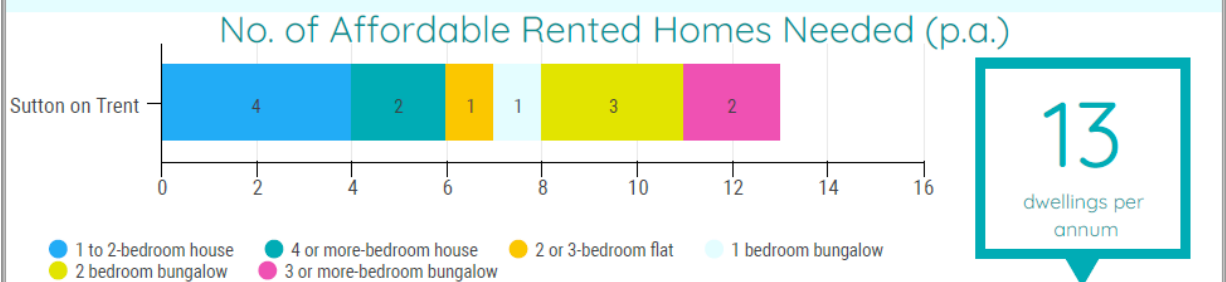
The 25th percentile or lower quartile price point is considered as the entry level price of the market for housing in decent condition. It is the 25% point of all transactions in the year listed in order of price. The median is the 50% point.

The Need for Additional Housing

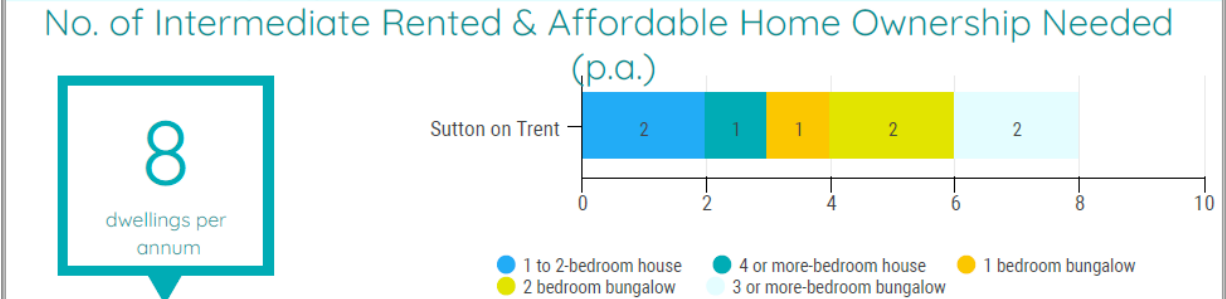
Consistent with the government's standard methodology for assessing overall housing need, the council's core strategy sets a target of 454 net additional dwellings per annum for the period 2019-2033. The following figure sets out the dwelling type needed to meet overall housing requirements in the sub-area.



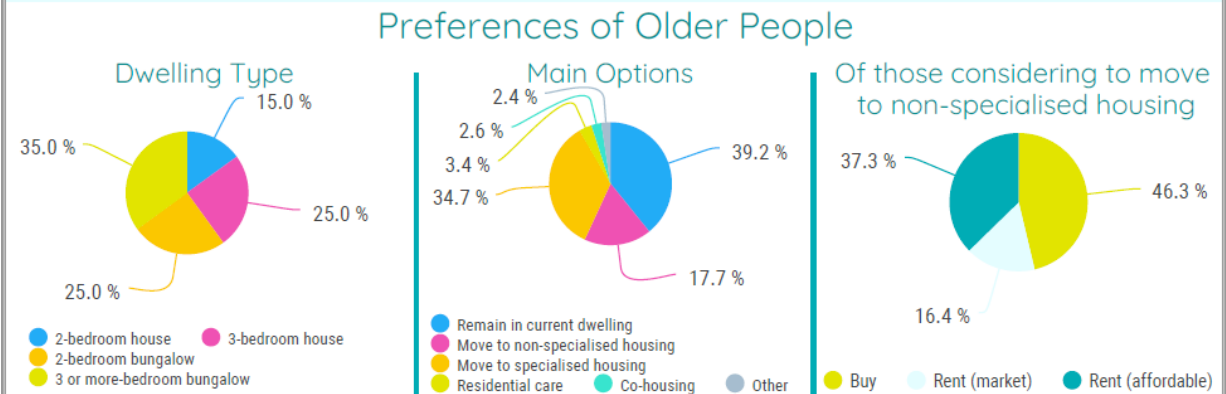
Sutton on Trent needs a larger proportion of 4-bedroom family housing than the district as a whole. Source: Household Survey 2020



Most affordable need arises in the Mansfield fringe and the town of Newark. Collingham has a lower proportion of need for affordable rented housing mostly in the form 1, 2, 3 and 4-bedroom houses. Source: Household Survey 2020



Households seeking intermediate rented and affordable home ownership housing are likely to seek lower proportions of 1-bedroom dwellings and higher proportions of 2 and 3-bedroom housing. Source: Household Survey 2020



The population projection for the district shows a disproportionate increase in people aged 65+ by the year 2033. The household survey ascertained the future housing preferences of older people living in the sub-area. House types are derived from household projections.

Forward Plan of Homes & Communities Committee Decisions from 1 February 2021 to 31 January 2022

This document records some of the items that will be submitted to the Homes & Communities Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for Homes & Communities Committee meetings are published on the Council's website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
15 March 2021	Gas Servicing Options	Suzanne.shead@newark-sherwooddc.gov.uk
15 March 2021	Safety and Risk Annual Update	alan.batty@newark-sherwooddc.gov.uk
15 March 2021	CCTV Policy review	Alan.Batty@newark-sherwooddc.gov.uk
15 March 2021	Home Energy Conservation Act (HECA) Bi Annual Report	helen.richmond@newark-sherwooddc.gov.uk
15 March 2021	Community Plan – Quarterly Performance Report Housing Services Q3	Nicola.priest@newark-sherwooddc.gov.uk
15 March 2021	Tenancy Strategy	julie.davidson@newark-sherwooddc.gov.uk
15 March 2021	Housing Customer Journey (Tenant Participation and Engagement)	Terry.Bailey2@newark-sherwooddc.gov.uk
15 March 2021	Tenant Engagement Review Update	Terry.Bailey2@newark-sherwooddc.gov.uk
15 March 2021	Community Engagement Strategy	andy.hardy@newark-sherwooddc.gov.uk
15 March 2021	Anti-Social Behaviour Policy	Alan.batty@newark-sherwooddc.gov.uk
15 March 2021	Sherwood and Newark Citizens Advice – Presentation by their Chief Officer on 2019-20 Performance	Cheska.asman@newark-sherwooddc.gov.uk
15 March 2021	UK Resettlement Scheme (UKRS)	maria.brambles@newark-sherwooddc.gov.uk
7 June 2021	Discretionary and Community Grants Programme 2019/20 & 2020/21 Performance	andy.hardy@newark-sherwooddc.gov.uk
7 June 2021	6 month ASB update	Alan.batty@newark-sherwooddc.gov.uk
7 June 2021	Affordable Housing Delivery 20/21	Suzanne.shead@newark-sherwooddc.gov.uk
7 June 2021	Community Plan – Quarterly Performance Report Housing Services Q4 / YE	Natalie.cook@newark-sherwooddc.gov.uk

13 September 2021	Community Plan – Quarterly Performance Report Housing Services Q1	Natalie.cook@newark-sherwooddc.gov.uk
22 November 2021	Community Plan – Quarterly Performance Report Housing Services Q2	Natalie.cook@newark-sherwooddc.gov.uk
22 November 2021	Update on Grounds Maintenance service	Suzanne.shed@newark-sherwooddc.gov.uk Matthew.Finch@newark-sherwooddc.gov.uk
22 November 2021	Policing in Newark And Sherwood – Presentation from Neighbourhood policing Inspector	Alan.batty@newark-sherwooddc.gov.uk
24 January 2022		
14 March 2022	Community Plan – Quarterly Performance Report Housing Services Q3	Natalie.cook@newark-sherwooddc.gov.uk

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

RESPONSIVE REPAIRS PRIORITIES

1.0 Purpose of Report

- 1.1 The purpose of this report is to gain approval to adopt new responsive repairs priorities introduced temporarily in July 2020 to assist the Council with managing our service during the early days of the pandemic.
- 1.2 This change will provide a more customer focused, simplified service to our customers and result in shorter waiting times generally whilst maintain high levels of satisfaction with the service.
- 1.3 The breadth of repairs contained within the Priority 1 (P1) category has also been extended and these are highlighted in section 3.2 of the report.

2.0 Background Information

- 2.1 As we start to move forward working with Covid, we want to take the opportunity to look at best practice that has been used to improve services to customers over the last 9 months and incorporate them permanently into our day to day processes and procedures.
- 2.2 Previously we operated a 6 priority system set out as follows –

P1 – Emergencies – 24 hours

P2 – Urgent – 3 days

P3 – Routine – 7 days

P4 – Appointed – 20 days

P5 – Planned – 6 months

P6 – Planned – 12 months

This system was a rigid way to deliver our Responsive Repairs service and gave no opportunity to flex and to meet the fluctuating seasonal demands that often presents. It also caused a lot of confusion; for not only our customers but also our teams taking the calls and booking in the works. There was a lack of clear guidance on what repair sat within each category and was often used to move priority works into a lower category than necessary to accommodate higher priority jobs.

- 2.3 The average customer satisfaction rate during the pilot scheme was 94%. When we reviewed the comments from the surveys they were very positive with remarks such as –

“I am very satisfied with the fact that the lock was attended to and repaired on the same day as I reported it.”

“They came within about 4 - 5 hours and on the same day. It was very good.”

“The electrician attended the day following my call, and usually I have to be firmer when requesting repair work but not on this occasion.”

“I have been met with nothing but politeness and kindness with all my dealings with people in various departments of NSDC and very grateful for all they have done for us. I was very pleased that the drain layer came out the same day within a few hours of my calling the repairs service.”

“Given the nature of the work, I was pleased with the fact that it was less than 3 weeks from my initial call to the job being undertaken and completed, as I was seriously concerned about the pathway freezing over in the winter months.”

“The repair was completed within an hour and 20 mins of me reporting it, and I was extremely satisfied with that.”

2.4 This table shows the improvement in customer satisfaction from last year. The only time this year that the satisfaction dropped significantly was in October and this is when we had over 20% of the workforce off due to isolation or testing positive with Covid.

Month	2019	2020	Better/Worse
April	94%	94%	=
May	92%	96%	
June	96%	95%	
July	93%	95%	
August	89%	94%	
September	90%	94%	
October	94%	90%	
November	90%	94%	
December	92%		
January	89%		
February	89%		
March 2020	91%		

2.5 The table below shows the increase in P1 Emergency repairs that we have completed since the pilot started in July 2020.

Month	Number of P1s 2019	Number of P1s 2020	Increase
April	151	158	7
May	141	162	21
June	132	197	65
July	183	317 (Start of pilot)	134
August	99	284	185
September	114	397	283
October	134	434	300
November	133	419	286

2.6 On the surface, extending the timescales for routine repairs from 20 days to 6 weeks looks like a reduction in service and a worse offering to our tenants. However, widening the response time allows us to schedule more effectively by completing more immediate routine repairs earlier on in the 6 week period move routine repairs than are not so urgent to later in the 6 week period. This approach goes hand in hand with training for all involved in the repairs process so that we consider the urgency of the issue and the circumstances of the tenant reporting the repair.

3.0 Proposals

- 3.1 The proposal is for us to move to a simpler and more robust priority system:
P1 – Emergencies – 24 hours
P2 – Appointed – 6 weeks
P3 – Planned – 6 months
- 3.2 Breaking the priorities into only 3 categories allows for a clear and transparent service for those and those delivering the service. For the pilot, the following repairs were identified as an emergency:
- Smoke/heat alarms (sounding all the time)
 - No heating or hot water
 - Total loss of power
 - Damaged or unsafe power cables
 - Electrics affected by a water leak
 - Total loss of water supply
 - Uncontainable leaks (either roofing or pipework)
 - Blocked Toilet (WC)
 - Blocked main drain (overflowing)
 - Board up broken windows or doors (Also includes windows/doors that won't open)
 - Changing locks to gain entry for residential access
 - Make collapsed ceilings safe
 - Fire door repairs (if unable to use the door)
 - Dangerous chimney stacks (make safe)
 - Roof tiles hanging dangerously (remove and make safe)
 - Repair any unsafe guttering that is hanging off the property
 - Building structure unsecure
 - Repair Insecure Fencing or Gates (Not replacement)
 - Total or partial loss of Gas supply
 - Carbon monoxide alarms
 - Blocked drains
 - Bathroom and Kitchen light repair
 - Smoke alarms - intermittent sounding
 - Cooker socket repair / replace
 - Dangerous stairs / stair rail
 - Partial loss of power - socket or lighting circuit
 - Electric shower repairs (if only form of washing)
 - Communal lighting repairs (where it causes issue)
 - No hot water (Unless they have an immersion heater or shower)
 - Tap repairs (unable to use / leak / running)
 - Partial loss of water supply
 - Shower repairs (only form of washing)
 - Soil pipe leaking internally
 - Toilet not flushing
 - Repair or replace locks (Only if the property is unsafe)
- 3.3 This has allowed us to prioritise resources to attend to any emergencies that arise during the day without having to reschedule other customers' repairs and it has also allowed us to review our appointed repairs.

3.4 Finally with planned repairs forming our P3 category, this ensures we get better value for money by pooling together a number of similar job types, for example fencing repairs, external brickwork, groundworks or fascia and soffit work within one contract/programme.

3.5 Where an external contractor may be required, such as roofing or paving this allows us to tender for the works and ensure overall value for money and an improved service for our customers.

4.0 Equalities Implications

4.1 This simplified approach to the repairs service ensures that urgent repairs can be addressed without unnecessary impact on day to day repairs that can be appointed. This provides a better service to those who may require support with booking and attending repairs as well as making the system simpler for everyone.

4.2 The impact of these changes on vulnerable tenants will be monitored and form part of an update report in six months' time.

5.0 Digital Implications

5.1 Our current system can be adjusted to reflect these new categories and will require an update into the Capita, DRS and Total Mobile systems which will have a minimum resource requirements from our dedicated Housing Systems colleagues in IT.

6.0 Financial Implications – FIN20-21/2411

6.1 The budget provision for the current year for responsive repairs service, along with planned, programmed and empty properties repair work has been agreed and approved prior to the commencement of this financial year.

7.0 Community Plan – Alignment to Objectives

7.1 Aligns with objective to review and improve the Responsive Repairs service.

8.0 Comments from Housing Advisory Group

8.1 At the meeting on 21st December 2020, the group required further information be added to the report to explain the positive impact of the extension of the time frame and that we work flexibly to reflect individual circumstances and their impact of the urgency of a repair.

8.2 The Assistant Business Manager for Housing Maintenance & Asset Management will work with our Customer Services Team to refresh and enhance how we assess and classify repairs to account for the feedback above.

8.3 Also, the average days to complete a repair will be monitored and reported back as part of an update in six months' time on the impact of this proposal as well as monitoring the impact on vulnerable tenants.

9.0 RECOMMENDATION(S)

- 9.1 That Homes and Communities Committee approve the proposal to move to the three priorities system
- 9.2 At the request of the HAG, that a further report will be brought to this committee in six months' time to provide an update on the impact of this service change with regard to performance, tenant satisfaction, complaints/feedback and training completed across both Customer Services and Responsive Repairs.

Reason for Recommendation(s)

This change will provide clear and concise repair definitions and improve customer satisfaction through a more efficient method of scheduling repairs. The time to tender for some works will also increase value for money across the financial year.

Background Papers

None

For further information please contact Sally Skipworth-Cooke – Assistant Business Manager, Housing Repairs and Asset Management

Suzanne Shead
Director of Housing, Health and Wellbeing

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

HOUSING OMBUDSMAN COMPLAINT HANDLING – SELF ASSESSMENT

1.0 Purpose of Report

- 1.1 To update Committee on the results of the self-assessment of the newly revised and approved Customer Feedback Policy against the Housing Ombudsman Effective Complaints Handling Self-Assessment.
- 1.2 Committee will recall approving the revised Customer Feedback Policy at November 2020 meeting.

2.0 Background Information

- 2.1 In July 2020, the Housing Ombudsman Service published a Complaint Handling Code and as part of this the Council is required to undertake a self-assessment by 31 December 2020.
- 2.2 The Complaint Handling Code provides a framework to promote high quality complaint management, in particular:
 - i. greater and easier routes of access for tenants and residents with faster resolutions
 - ii. Use and share the learning from complaints to drive service improvements or amendments
- 2.3 An in-house desktop review has been completed, followed by consultation with our involved tenants.
- 2.4 The Housing Advisory Group have also input into the self-assessment process and provided feedback on the findings.

3.0 Proposals

- 3.1 The self-assessment has highlighted that the Council is partially compliant, with a number of areas for improvement, further consideration and a mechanism for continued monitoring.
- 3.2 The proposals for areas of improvement are:
 - i. Include the full definition as suggested by the Housing Ombudsman in the Policy
 - ii. Increased reporting regarding complaints, including satisfaction with outcome and capturing and sharing what learning has been gained.
 - iii. The subsequent sharing of this learning (where appropriate) with SLT, residents and tenants via the website, the Housing Advisory Group and this committee.
 - iv. The formation of a Reasonable Adjustments Policy to ensure full compliance with the Equality Act 2010 to accommodate an individual's needs
 - v. The assignment of a person or team to take responsibility for complaint handling; the code uses the term "complaints officer". It is acknowledged that for smaller organisations this role may not be wholly dedicated to complaint handling.

- vi. The discontinuation of a stage 3 within the Policy. The Housing Customer Feedback Policy did have an additional option stage that the tenant could request that the Tenants Panel reviews their complaint. The Housing Ombudsman does not believe a third stage is necessary as part of a complaints process but if a landlord believes strongly it requires one the reasons why should be detailed in the self-assessment. The self – assessment details this and following consultation with the Housing Advisory Group and involved tenants an alternative approach is proposed. It is proposed that if a complaint escalates to Stage 2, for Council Tenants only, the complainant will be given the option to involve a tenant representative from either the Housing Advisory Group or the cohort of involved tenants in the review of their complaint. This will allow for an objective tenant perspective to be gained when looking for a resolution to the complaint. A visit to the complainant by the tenant with the lead officer will be encouraged as part of this overview. This will be done within the existing time frames set out in the Policy

3.3 Continued monitoring of complaint handling with an annual review and completion of the self-assessment, including the publication of the assessment with parties detailed in 3.2 ii above.

3.4 A procedure guide and templates are currently being progressed, along with the proposal for training sessions for all those involved in complaint handling.

4.0 Digital Implications

4.1 Customers have the option of submitting their feedback online. This functionality is a requirement of the self-assessment. We will be investing in our various digital platforms to give a wide variety of options for residents to feed back.

5.0 Equalities Implications

5.1 Consideration should be given to the establishment of a reasonable adjustment policy as mentioned previously in the report. We already have in place the option for tenant and residents to appoint a representative on their behalf.

6.0 Financial Implications – FIN20-21/5120

6.1 There are no direct financial implications arising from this report.

7.0 Community Plan – Alignment to Objectives

7.1 The wider Customer Feedback Policy so be default the self-assessment will also align with the following objectives:

- i. Increasing participation with the Council
- ii. Increase residents satisfaction with the Council

8.0 Comments of Director

- 8.1 Comments from the Housing Advisory Group that took place on 21 December 2020 and views of involved tenants are included in this report and the Self-Assessment.
- 8.2 The Housing Advisory Group agreed the current process is too long winded but it is important to keep a tenant perspective on complaints. They requested a programme of communications to tenants to ensure all are aware of how to make a complaint, how to provide feedback and the process involved.
- 8.3 Feedback and learning from complaints should be reported to the Tenant Scrutiny panel at suitable regular intervals.

9.0 RECOMMENDATION(S)

- 9.1 That members approve the proposals outlined in Section 3.2.
- 9.2 That members approve the amendments to the Policy, principally to remove the tenant panel stage of the complaint process and for complainants to be offered the option for an involved tenant to be involved in Stage 2 complaint investigations.
- 9.3 That Member approve the creation of a reasonable adjustment policy to support our equalities commitments.
- 9.4 The production of communications plan to promote the new feedback policy as outlined in section 8.2

Reason for Recommendation(s)

To ensure the Customer Feedback Policy fully complies with the Complaint Handling Code and reflects the feedback of tenants.

Background Papers

Nil

For further information please contact Julie Davidson – Business Manager Housing Management on 5542

Suzanne Shead
Director – Housing, Health and Wellbeing

Housing Ombudsman Complaint Handling Code: Self-assessment form Newark and Sherwood District Council – December 2020

Compliance with the Complaint Handling Code			
1	Definition of a complaint	Yes	No
	<p>Does the complaints process use the following definition of a complaint?</p> <p><i>An expression of dissatisfaction, however made, about the standard of service, actions or lack of action by the organisation, its own staff, or those acting on its behalf, affecting an individual resident or group of residents.</i></p>	<p>Partial.</p> <p>Section 3.3 of the Policy – the full definition to be included in the Policy</p>	
	<p>Does the policy have exclusions where a complaint will not be considered?</p>	<p>Yes.</p> <p>Section 2.2 of the Policy</p>	
	<p>Are these exclusions reasonable and fair to residents?</p> <p>Evidence relied upon</p>	<p>Yes</p> <p>Service requests are actioned by Customer Services All Policies are on the website and officers can offer verbal explanation</p>	

		<p>Statutory appeals in place, e.g. judicial review of decision for homelessness or allocations</p> <p>Cllr related complaints have an alternative route</p>	
2	Accessibility		
	Are multiple accessibility routes available for residents to make a complaint?	Yes. Section 4.3 of the Policy	
	Is the complaints policy and procedure available online?	Yes	
	Do we have a reasonable adjustments policy?		No Approval requested at Homes & Communities Committee on 18 January 2021
	Do we regularly advise residents about our complaints process?		No This will be put in place going forward as part of a wider communications plan
3	Complaints team and process		
	Is there a complaint officer or equivalent in post?		No There is a single point of access for all complaints; Meritec, and these are

			logged by Customer Services Team Leader. The complaints are circulated to the relevant manager for action
	Does the complaint officer have autonomy to resolve complaints?		No. The relevant manager has autonomy to resolve complaints
	Does the complaint officer have authority to compel engagement from other departments to resolve disputes?		No The complaint is managed wholly by the relevant manager who will have the authority to compel engagement
	<p>If there is a third stage to the complaints procedure are residents involved in the decision making?</p> <p>The Housing Ombudsman does not believe a third stage is necessary as part of a complaints process but if a landlord believes strongly it requires one the reasons why should be detailed in the self-assessment.</p>	<p>Partial compliance</p> <p>For Council tenants access to tenant panel at 3rd Stage. This has since been reviewed and an alternative approach will be considered by Homes & Communities Committee on 18 January 2021</p>	
	Is any third stage optional for residents?		No Council tenants only. There is a choice in the

			Policy for tenants to access this 3 rd stage or progress direct to the Ombudsman.
	Does the final stage response set out residents' right to refer the matter to the Housing Ombudsman Service?		No Suite of templates being progressed and the right to refer process is included
	Do we keep a record of complaint correspondence including correspondence from the resident?	Yes	
	At what stage are most complaints resolved?	Stage 1	
4	Communication		
	Are residents kept informed and updated during the complaints process?	Yes	
	Are residents informed of the landlord's position and given a chance to respond and challenge any area of dispute before the final decision?	Partial compliance. This could be described as the escalation from stage 1 to stage 2	
	Are all complaints acknowledged and logged within five days?	Yes	
	Are residents advised of how to escalate at the end of each stage?		No Suite of templates being progressed and the escalation process is included

	What proportion of complaints are resolved at stage one?	93% (2019/20 Data)	
	What proportion of complaints are resolved at stage two?	7% (2019/20 Data)	
	<p>What proportion of complaint responses are sent within Code timescales?</p> <ul style="list-style-type: none"> • Stage one Stage one (with extension) • Stage two Stage two (with extension) 		This data is not currently collected but new reports are being created
	Where timescales have been extended did we have good reason?		This data is not currently collected but new reports are being created
	Where timescales have been extended did we keep the resident informed?		This data is not currently collected but new reports are being created
	What proportion of complaints do we resolve to residents' satisfaction		This data is not currently collected but new reports are being created
5	Cooperation with Housing Ombudsman Service		
	Were all requests for evidence responded to within 15 days?	Yes	
	Where the timescale was extended did we keep the Ombudsman informed?	Data not available No recent cases	
6	Fairness in complaint handling		
	Are residents able to complain via a representative throughout?	Yes	
	If advice was given, was this accurate and easy to understand?	Yes	
	How many cases did we refuse to escalate?	None	

	What was the reason for the refusal?	N/A	
	Did we explain our decision to the resident?	N/a	
7	Outcomes and remedies		
	Where something has gone wrong are we taking appropriate steps to put things right?		The learning and remedial actions following things going wrong is identified as an area for improvement
8	Continuous learning and improvement		
	What improvements have we made as a result of learning from complaints?	Review of Fit To Let standard Review of Grounds Maintenance Contract	
	How do we share these lessons with: <ul style="list-style-type: none"> a) residents? b) the board/governing body? c) In the Annual Report? 		This is not currently done at a corporate level but recommendations for future sharing are: SLT, residents and tenants via the website, the Housing Advisory Group and Homes & Communities Committee

	<p>Has the Code made a difference to how we respond to complaints?</p>	<p>Data not available yet but we are confident adhering to the code will improve complaint handling at the Council.</p>	
	<p>What changes have we made?</p>	<p>Inclusion of a 3rd stage for tenants by escalation to Tenant Panel</p> <p>Procedure has been reviewed to take into consideration this code and the revised Local Government Ombudsman guidance</p>	

Document Name	Customer Feedback Policy
Effective Date	1 January 2021
Date for Review	To be reviewed every two years or in response to changes in relevant legislation and/or other Newark and Sherwood District Council policies, procedures and agreements.
Version Number	<i>DRAFT</i>
Approved by	Senior Leadership Team Homes & Communities Committee Policy & Finance Committee
Responsible Business Manager	Business Manager Customer Services

Customer Feedback Policy

1.0 Overview

- 1.1 The Council recognises the importance of listening to the views of its residents about the service they receive from us.
- 1.2 One of the Council's values is to be "Welcoming and Responsive". To achieve this the Council strives to be approachable, open to feedback and challenge and swift to act. This policy seeks to outline how the Council will achieve this through customer feedback.
- 1.3 This policy provides the Council with the opportunity to capture, investigate, respond and learn from customer feedback to assist with the delivery and shaping of Council services in the future.

2.0 Scope of the policy

- 2.1 This policy is designed to cover compliments, comments and suggestions, and complaints received through any channel related to Council services.
- 2.2 Whilst the Council welcomes all customer feedback, this policy does not cover issues where there is a separate process for reporting a matter to the Council or there is a statutory right of appeal. These include:
- Requests for a service e.g. reporting a missed bin collection or a repair to a Council property
 - Complaints regarding formal decisions taken by a committee for which there is an existing right of appeal – either within the Council itself or to an independent tribunal
 - Any matter where there is an alternative statutory process or Council appeal process
 - Complaints about Councillors
 - Requests for information or explanations of Council policy or practice.

3.0 Principals

3.1 Compliments

It is appreciated when a customer takes the time to thank or praise the Council or staff for the service they have received. Compliments provide an additional opportunity for the Council to learn from feedback and gives insight into the drivers of customer satisfaction.

3.2 Comments and Suggestions

These are welcomed as valuable sources of information as to how the Council could improve the service it delivers. It may not always be possible to implement or make

changes as a result of a customer's comment or suggestion but they are still important as the feedback might influence decisions that the Council makes in the future.

3.3 Complaints

A complaint is defined as "an expression of dissatisfaction, **however made**, about **the standard of service, actions or lack of action by the organisation, its own staff, or those acting on its behalf, affecting an individual resident or group of residents** ~~a Council service~~ which requires a response. This is whether the service is provided directly by the Council or by one of its contractors or partners.

Complaints provide an opportunity for the Council to learn from feedback and gives insight into the drivers of customer satisfaction. The Council uses complaints to review the services it delivers.

The Council acknowledges that customers will at times feel dissatisfied with the service they have received. It is committed to providing all of its customers with a positive experience no matter what the circumstances are. In the first instance, the customer will be encouraged to resolve their issue directly with the staff member or business unit. Where the issue cannot be resolved in the above manner, or where this is not appropriate, the matter will be treated as a formal complaint.

Complaints will not usually be accepted where the event giving rise to the complaint occurred more than six months ago. This is because a significant lapse of time makes a thorough and meaningful investigation more challenging.

The complaint can be made either directly by the complainant or by someone appointed to act on their behalf e.g. friend, relative or a voluntary agency.

- 3.4 The Council has a two stage complaints process with. There is an optional review stage for Council Tenants.

Stage 1

The complaint will be received and recorded by customer services who will send an acknowledgement within **3 working days** of receiving the complaint.

The complaint will be allocated to the relevant senior officer. The senior officer will where appropriate, speak to the complainant. This enables the manager to:

- Check their understanding of the issue the complainant wants investigating and confirm it is a complaint which the Council can investigate.
- Identify opportunities to resolve the complaint at the earliest opportunity.
- Manage the complainant's expectations and answer any questions about the process.
- Hear the complainant's view of what has gone wrong and how they say it has affected them.

The contact stage between the Council and complainant is valuable. As well as the issues listed above, it is also a way of finding out whether the complainant needs assistance to pursue the complaint and to agree a way of dealing with and responding to the complaint.

The senior officer will conduct a thorough investigation of the complaint and provide a response directly to the customer within **10 working days** of having received the initial complaint.

Where it is not possible to provide a full response within this timescale, prior to the deadline the senior officer will contact the complainant and explain why this is the case and advise of an estimated date of response. This will not exceed a further **10 working days** without good reason.

Stage 2

If the complainant is unhappy with the outcome of the stage 1 complaint they can request it progresses to stage 2. This request must be received by the Council within three months of the stage 1 response being sent.

The stage 2 complaint will be investigated by a Director or Business Manager not involved in the stage 1 complaint. Where appropriate, the Director or Business Manager will contact the complainant to ensure that the nature of the stage 2 complaint is understood and the desired outcome they seek.

The Director or Business Manager will conduct a thorough investigation of the complaint and the response provided at stage 1. The response will be issued within **15 working days** of having received the stage 2 complaint.

Where it is not possible to provide a full response within this timescale, prior to the deadline the Director or Business Manager will contact the complainant and explain why this is the case and advise of an estimated date of response. This will not exceed a further **10 working days** without good reason.

Optional for Council Tenants.

If the complaint is from a tenant in a Council property and the complaint is regarding a matter relating to their tenancy, **and escalates to stage 2 the tenant can choose to request a tenant representative (a member of the Housing Advisory Group) to be involved with the review. This will allow for an objective tenant perspective to be gained when looking for a resolution to the complaint. A visit to the complainant by the tenant with the lead officer will be encouraged as part of this overview. This will be done within the existing time frames as detailed above.**

~~should they remain unhappy with the response to stage 1 and stage 2 then the complainant has a choice of one of the following options:~~

- ~~1. Request a review of the complaint by the Tenants' Panel. The Panel assists with disputes between the tenant and the landlord. They will aim to review the complaint, consider further evidence from the tenant explaining why they think the stage 2 response was incorrect and respond within 20 working days. However this may take longer if there is a delay in convening a Panel. The tenant will be kept informed of any delays.~~

~~or~~

Where the tenant remains dissatisfied with the stage two response, the tenant can take their complaint to the Housing Ombudsman.

If the complainant remains dissatisfied – all other complaints

If after receiving the stage two response, the complainant is still unhappy with the outcome they can refer it to the Local Government and Social Care Ombudsman.

In most circumstances the Ombudsman will expect the complainant to have followed the Council's complaint process. However it is acknowledged that in some very rare cases, there is nothing to be gained from progressing with both stages. In these situations the Ombudsman may be prepared to consider complaints without both stages being completed.

4.0 Reporting Feedback

- 4.1 A customer may feel hesitant in submitting feedback, especially if wanting to make a complaint as they might be concerned in doing so they could receive poor service or suffer unpleasant consequences of their action. It is important for customers to understand that making a formal complaint will not have a detrimental impact on the level of service provided.
- 4.2 An anonymous complaint can be made but it is at the discretion of the relevant Business Manager receiving the complaint whether to investigate it or not. The Business Manager will consider the following when make the decision:
 - Seriousness of the complaint
 - Credibility of the complaint
 - Likelihood of confirming the allegation from attributable sources
 - Whether the allegations have been investigated previously
- 4.3 It is imperative that a customer can submit feedback via any channel
 - Online – via the online form
 - Email
 - To any of our staff including by telephone
 - Letter
 - Social media

The complaint can be made either directly by the complainant or by someone appointed to act on their behalf e.g. friend, relative or a voluntary agency.

5.0 Vexatious and persistent complaints

5.1 There are occasions when a small minority of complainants become persistent complainers or make complaints that are vexatious, in that they persist unreasonably with their complaints, or make a high number of complaints to make life difficult for particular Council employees or the Council in general. This may involve making serial complaints about different matters or continuing to raise the same or similar matters over and over again.

5.2 A copy of the Policy on Unreasonably Persistent Complaints and Unreasonable Complaint Behaviour can be found on the Council's website <http://www.newark-sherwooddc.gov.uk/contactus/>

6.0 Review

6.1 The Policy is to be reviewed every two years or in response to changes in relevant legislation and or other Newark and Sherwood District Council policies, procedures and agreements.

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

THE DOMESTIC ABUSE BILL (2020) – IMPACTS FOR NSDC

1.0 Purpose of Report

- 1.1 To advise the Committee of the new duties required by the Domestic Abuse Bill (2020) and the specific requirements for Tier one and Tier two authorities.

2.0 Background

- 2.1 In spring 2018, the Government conducted a public consultation on Transforming the Response to Domestic Abuse, which attracted over 3,200 responses. The Government response to the consultation and a draft Domestic Abuse Bill were published in January 2019. The Government response set out 123 commitments, both legislative and non-legislative, designed to promote awareness of domestic abuse; protect and support victims and their families; transform the justice process to prioritise victim safety and provide an effective response to perpetrators; and to drive consistency and better performance in the response to domestic abuse across all local areas, agencies and sectors

- 2.2 The draft Bill underwent pre-legislative scrutiny by a Joint Committee of both Houses of Parliament, chaired by the Rt. Hon. Maria Miller MP. The Joint Committee published its report on the draft Bill on 14 June 2019. The Domestic Abuse Bill was then introduced in July 2019, was given a Second Reading in October but then fell with the dissolution of Parliament. On 3 March 2020, the Domestic Abuse Bill was reintroduced and completed its Commons stages on 6 July.

- 2.3 Set out below are the key features of the bill:

Create a statutory definition of domestic abuse, emphasising that domestic abuse is not just physical violence, but can also be emotional, coercive or controlling, and economic abuse.

Establish in law the office of Domestic Abuse Commissioner and set out the Commissioner's functions and powers.

Provide for a new Domestic Abuse Protection Notice and Domestic Abuse Protection Order.

Placing a duty on local authorities in England to provide support to victims of domestic abuse and their children in refuges and other safe accommodation.

Prohibit perpetrators of abuse from cross-examining their victims in person in the civil and family courts in England and Wales.

Create a statutory presumption that victims of domestic abuse are eligible for special measures in the criminal, civil and family courts.

Clarify by restating in statute law the general proposition that a person may not consent to the infliction of serious harm and, by extension, is unable to consent to their own death.

Extend the extraterritorial jurisdiction of the criminal courts in England and Wales, Scotland and Northern Ireland to further violent and sexual offences.

Enable domestic abuse offenders to be subject to polygraph testing as a condition of their license following their release from custody.

Place the guidance supporting the Domestic Violence Disclosure Scheme (“Clare’s law”) on a statutory footing.

Provide that all eligible homeless victims of domestic abuse automatically have ‘priority need’ for homelessness assistance.

Ensure that where a local authority, for reasons connected with domestic abuse, grants a new secure tenancy to a social tenant who had or has a secure lifetime or assured tenancy (other than an assured shorthold tenancy) this must be a secure lifetime tenancy.

2.4 The majority of the powers introduced by the bill will be applicable to the county council as a tier one authority. However, there are some specific duties for tier 2 authorities. A more detailed analysis of the impact on those elements of the Bill as that apply to Newark and Sherwood DC are set out later in this report.

2.5 The framework for Domestic abuse as set out in the Bill is similar to that which has been seen for Safeguarding in that the County Council will be required to establish a board that will oversee the production of a local strategy to address domestic abuse and to support survivors and their families. Tier 2 authorities will be required to ‘co-operate in any way necessary’ with the County Council.

2.6 Preparation to-date for Implementation of the Act

In 2020/21, in preparation for the new duty, the financial allocations from MHCLG for the provision of support services for survivors of domestic abuse in safe accommodation was awarded to Tier one local authorities. Nottinghamshire County Council received £500,000. This was used by the County Council for the services to support 40 units covering different areas of the County. Four refuge providers are delivering these services. The refuge direct accommodation costs are funded through Housing Benefits, administered by district councils

2.7 An oversight group, the Nottinghamshire Safe Accommodation Group, was set established with the first meeting June 2020 for coordinating, monitoring and developing the services. In addition to the County Council and their service providers, this group enables partnership discussions with housing and community safety officers in Boroughs/Districts. The Safe Accommodation group is a subgroup of the Nottinghamshire Domestic and Sexual Abuse Executive. The DSA Exec reports

to the Safer Nottinghamshire Board (SNB), a group chaired by the Chief Executive of the County Council.

- 2.8 Nottinghamshire County Council has received an allocation from MHCLG (£50K) to commence preparation for the implementation of the new duty. Public Health has sought approval from the Council's Adult Social Care and Public Health Committee (9/11/2020) to recruit to a managerial position (1-year contract) to achieve this. Recruitment processes for this position has commenced).
- 2.9 The County Council is required to appoint a domestic abuse local partnership board for the purposes of providing advice to the authority about the exercise of the authority's functions. It is anticipated that the Board will:
- a. Assess, or make arrangements for the assessment of, the need for domestic abuse support for all victims (and their children) who reside in relevant safe accommodation in their area, including those who require cross-border support.
 - b. Prepare and publish a strategy for the provision of such support to cover their area having regard to the need's assessment.
 - c. Give effect to the strategy (for example through commissioning / de-commissioning decisions.)
 - d. Monitor and evaluate the effectiveness of the strategy.
 - e. Report back annually to central government.
- 2.10 Implications for NSDC
Secure tenancies and victims of domestic abuse - The Bill will require local authorities, when re-housing an existing lifetime social tenant, or offering them a new sole tenancy in their own home, to grant a new lifetime tenancy if the local authority is satisfied that the tenant or a member of their household has been a victim of domestic abuse and the new tenancy is granted in connection with that abuse.
- 2.11 Our Tenancy Policy sets out that we will grant the most appropriate form of tenure for their circumstances as determined by us and in accordance with relevant statutes. In all cases where the tenant has a secure tenancy they will be granted a new secure tenancy if we are satisfied as per 2.10 above.
- 2.12 **Homelessness** - The Bill gives those who are homeless as a result of fleeing domestic abuse, priority need status for accommodation secured by the local authority. This should allow more victims to access accommodation and prevent the fear of homelessness for victims seeking to flee abuse.
- 2.13 The Bill requires local authorities to give priority need status to all victims who are homeless and eligible for assistance. This will mean that victims will no longer need to prove they are vulnerable as result of their abuse in order to access accommodation secured by the local authority

- 2.14 Our Housing Options Team have been working with Nicki Richards (Domestic Abuse Co-ordinator for Newark & Sherwood and Bassetlaw) and can see no real change from existing methods of assessment for victims who are homeless and in priority need.

3.0 Proposals

- 3.1 The County Council are proposing to use the Domestic and Sexual Abuse Executive along with the Nottinghamshire Safe Accommodation Group working with this as a sub-group to fulfill the requirements to have a Domestic Abuse Partnership Board.
- 3.2 The DSA Executive is currently a thematic group reporting to the Safer Nottinghamshire Board. The DSA Executive meeting is normally attended by the Domestic Violence Co-ordinator on behalf of the Community Safety Partnership.
- 3.3 Clause 56 of the bill sets out the requirements in terms of membership of the board. It must *include 'at least one person appearing to the authority to represent the interests of local authorities for areas within its area'*.
- 3.3 Once there is more clarity on how the Board will operate there will need to be some consideration as to the district council's representation.

4.0 Equalities Implications

- 4.1 Local authorities are responsible for devising allocation schemes for social housing within a national framework. This is unchanged by the powers. In framing these criteria local authorities must have regard to their duties under the equalities legislation and the requirement to give overall priority to people in the reasonable preference categories. Local authorities must give 'reasonable preference' to all homeless people, regardless of priority need. This means that any homeless household fleeing due to domestic abuse should be given reasonable preference by the local authority.

5.0 Digital Implications

- 5.1 None from this report.

6.0 Financial Implications FIN20-21/8794

- 6.1 At present, the passing of the Domestic Abuse Bill will not have any additional financial implications to NSDC. Once there is more clarity on how the Domestic Abuse Partnership Board will operate and how NSDC will feed into this, any financial implications identified will be reported back to the committee.

7.0 RECOMMENDATION(S)

That Members consider the implications of the Domestic Abuse bill and how it will be implemented locally.

Reason for Recommendation(s)

To ensure the council can implement its duties under the Act when it becomes law.

Background Papers

Domestic Abuse Bill

For further information please contact Alan Batty on Ext 5467

Suzanne Shead
Director – Housing, Health and Wellbeing

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

UPDATE ON THE DELIVERY OF THE SAFER STREETS INITIATIVE

1.0 Purpose of Report

1.1 To update Members on the progress made on the delivery of the Safer Streets initiative.

2.0 Background Information

2.1 In January 2020 the Home Office released the prospectus to allow Police and Crime Commissioners to submit bids for the Safer Streets Fund 2020/21.

2.3 Police data was used to identify two areas of Newark as meeting the criteria. The OPCC put together a small project team to work on the bid and to identify the types of interventions that would be delivered if the bid was successful. The bid was subsequently submitted in April. The bid for Newark was the only one submitted for Nottinghamshire

2.4 In July it was announced by the Home Office that the Nottinghamshire bid had been successful and an award of £550,000 had been made to deliver the actions set out in the bid.

2.5 Since this time the project board and lead officers have been developing and delivering a range of local schemes and activities to ensure that the project aims are met. Set out in appendix one are the key themes and performance objectives for the project.

2.6 The project has to be completed by 31st March 2021 and all projects are progressing well. An update on all the projects that the district council is leading on is detailed below.

2.7 **Target Hardening Chatham Court** – The use of residents surveys, analysis of crime data and input from the Designing Out Crime Officer at Notts Police has informed the scheme to improve the security at Chatham Court. The existing door entry system is to be upgraded to provide a remote video entry system and improved door closure and locking system. Two contractors have been asked to quote for the work. Housing colleagues have been involved during this process and the scheme will be overseen and delivered in association with them. Improved lighting to the communal areas will also be part of the scheme.

2.8 **Bicycle Theft Reduction Chatham Court** – The current cycle store at Chatham Court is not well used due to the perception that it is not secure. A redesign of the store has been approved by the Designing Out Crime Officer at Notts Police and detailed drawings are being developed. In addition this additional secure storage is to be provided in a second location at Chatham Court.

2.9 **Redeployable CCTV** – two redeployable CCTV cameras have been purchased to support the crime reduction activities in the safer streets areas. A full survey of the two areas has been completed and suitable fixing points have been identified. The County Council and ViaEM have been requested to fix brackets at these locations.

2.10 **Bicycle Theft Reduction** – This theme has number of interventions associated with it. Residents living with the safer streets areas are being provided with Home Office approved

bike security locks. A number of events are being run in conjunction with the police and a local bike business to provide and fit the locks. To date over 100 locks have been distributed. The second intervention on this theme is the purchase and supply of GPS trackers for bikes. Volunteers have tested a range of devices. A preferred GPS tacker has now been selected and this will be provided and fitted to qualifying bike owners.

- 2.11 **Improved Secure Bike Storage Newark** – Ten hot spots for bicycle theft were identified in the original bid. These areas have been surveyed and assessed for the potential to provide secure on street cycle storage. The suitable sites have been identified and Planning Service colleagues have indicated there they have no objection to the locations. Cycle pods identified by the Designing Out Crime officer are being used. Two of the sites are within Newark town centre and the town council have indicated that they would like the cycle pods to be the same colour as the surrounding street furniture. The suppliers have indicated that this is possible but that it does increase the price significantly due to the need to purchase the paint and the need to respray the readymade pods. The unit price for the pod increases from £280 to £613. Advice has been obtained from the Council’s conservation team and they have a preference for black pods to be used as they feel that Royalist Red would be overpowering in these locations. However, they would not object to Royalist Red being used.
- 2.12 One of the hot spots is Baldertongate. After conducting the assessment the nearest suitable possible siting point is Baldertongate Car Park (opposite London Rd Car park). Discussions have taken place with the Car Park’s Manager and he has identified a parking space within the car park that is not as well used as others that would be suitable for the cycle pods.
- 2.13 **Chatham Court Community Hub** – A Community Partnership hub is to be provided within a vacant unit at Chatham Court. Partners such as the police, Nottinghamshire County Council, and local support groups have committed to supporting the hub. Planning permission is being sought for the change of use. Once agreed, it is anticipated that the internal alterations required (that have been agreed) will be undertaken as soon as possible and the hub will be available for use around the end of March.

3.0 Proposals

- 3.1 As can be seen from the updates provided above progress is being made on all the thematic areas for which the district council is the lead.
- 3.2 The project is due for completion in March 2021 therefore it is It is proposed that a final report after completion of the project is presented to the committee in May 20121

4.0 Equalities Implications

- 4.1 There will be a range of people from, for example different backgrounds, nationality, religions, etc within the two safer streets areas. All communications and engagements will need to be targeted appropriately so as to reach a range of communities.

5.0 Digital Implications

- 5.1 None from this report

6.0 **Financial Implications (FIN20-21/7141)**

6.1 Set out below is the breakdown of funding for each area of work.

Target Hardening commences - Chatham Court	£50,000
Bicycle Reduction Contractor/fitter	£15,580
Physical Security: Commence work installing new bicycle storage across LSOAs	£34,000
Purchase of two re-deployable 4G CCTV cameras for use in top 10 hot spots	£10,000
Explore and Purchase Bicycle GPS Tracker devices for 30 Bicycle Theft Victims	£5,000
Bicycle, Vehicle Property Marking Event - Security devices	£4,000
	£118,580

6.2 It is not anticipated that there will be any overspend on the overall budget. The list above has been based on estimated costs and there is scope to move funds where necessary across the thematic areas. Spend is being closely monitored.

6.3 It is expected that all spend will occur before 31 March 2021 and currently, the budget has been split £94,000 Capital and £24,580 revenue based on the estimates provided.

6.4 The grant will be claimed quarterly in arrears, based on expenditure incurred.

7.0 **RECOMMENDATIONS that:**

a) **Members are asked to note the progress in the implementation of the Safer Streets project and;**

b) **Support the proposal to have a report at the completion of the project.**

Reason for Recommendations

To update Members on Safer Streets bid and the actions arising from it.

Background Papers

Nil

For further information please contact Alan Batty on Ext 5467

Matthew Finch
Director – Communities and Environment

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

E-NEWSLETTERS

1.0 Purpose of Report

- 1.1 To propose a move from twice yearly printed versions of the Voice, the council's newsletter, to an E Newsletter format.
- 1.2 To incorporate within this move an alternative provision for tenants (previously a quarterly printed publication provided by the council's former housing management provider, Newark and Sherwood Homes).

2.0 Background

- 2.1 The most recent edition of the Voice was the [winter 2019](#) publication and was 20 pages in length. It was distributed by The National Leaflet Company to 53,075 Newark and Sherwood District Council addresses. In previous years the Council has published Voice magazine twice per year: a summer and a winter edition.
- 2.2 The summer 2020 edition was cancelled, following agreement by SLT. Clearly the most relevant information would relate to Covid 19 and due to the changing landscape and guidance on the outbreak it would have been inevitable that any content would have been out of date before it was published and distributed to residents. This is still the case and therefore no plans have been made to produce a winter edition.
- 2.3 The Voice has previously offered the opportunity for NCC and NHS to take space within the magazine which made an occasional contribution to the cost of production. For a period the CCG also took a number of pages which offset the costs of the printing and distribution, however they indicated early in 2019 that they would not wish to continue with this.
- 2.4 Newark and Sherwood Homes had historically published the 'Home from Homes' tenant magazine four times per year: spring, summer, autumn and winter editions. It was usually between 8 to 12 pages in length. The last edition published was in [winter 2019](#) and was 12 pages in length. It is distributed by Royal Mail 2nd Class using a targeted address list, this included 5,404 tenant and leaseholder addresses.
- 2.5 Following the move of housing management services back in house in February of this year no further editions of Homes from Homes were produced. This was not only due to the outbreak of COVID-19, but also as the publication was seen as a company publication and a review was required to determine if the residents magazine could be amalgamated with the council publication or if there was merit in keeping all or some communications separate. In order for the District Council to ensure important housing messages were being seen by its tenants, an A4 leaflet insert was included in the quarterly rent statements during June and September.

3.0 The Proposal – A move to E-Newsletters

The proposal is to not return to a primary printed publication (either for residents or for tenants) but replace this with an e-newsletter format that will be equally useable for both purposes, as well as a range of additional functionality.

The resident's perspective

- 3.1 The current pandemic has shown we need to communicate with our residents in a timely manner and the natural long lead in time for a printed publication are not conducive to reacting at speed. An average lead in time for copy, design, print and distribution is 10 weeks. This has meant that we have not been able to use the council's magazine as a method of communicating with our residents during the pandemic. Whilst we have used social media there is a limit to the detail that can be included when communicating by this method and the council website has been the only place where the more detailed guidance can be accessed.
- 3.2 Our residents are, on the whole, IT savvy and will be used to receiving email correspondence; this is now the norm for anything from buying services, to online billing and banking. It represents a faster, more efficient and less resource intensive way of communicating with residents.
- 3.3 Due to the nature of printed materials of this size and cost it was not available in other formats (eg for partially sighted) or in other languages. This meant that a proportion of our residents could not access this information. An e-newsletter can include any key messages in alternative languages if appropriate, as an electronic format automatic 'google translate' can be used by anyone to translate the content to suit an individual's requirements. Often for those for whom English is not their first language, the ability to speak English is far easier than to read material in their second language. For those residents who are partially sighted it offers the opportunity for text enlargement or read aloud software to be utilised which are common functions for the visually impaired.
- 3.4 There are of course a proportion of our residents who do not use emails, this is estimated to be between 12%-14% (Office of National Statistics 2019). Whilst some of these residents do not read the current printed version and would not want to receive information from the council, a solution for these residents that do would be required, it is anticipated that a print by request version could be accommodated.
- 3.5 The council has always struggled to connect to younger people and the response to our residents survey in 2018 indicated that responses were heavily skewed towards residents over 55 and working age residents (25-54) were significantly underrepresented.
- 3.6 We do not know how many of our residents receive the publication but do not read it and simply dispose of it. Whenever the publication is distributed there are a number of social media comments about the perceived waste of money in printing something for every household.

- 3.7 Not all of our residents want to receive communications from us, whilst some only have interest in a specific service, for example; local businesses may wish to receive tailored information on help for businesses, a resident may have a specific interest in recycling or the green agenda. An e-newsletter would allow for choice on whether to receive any information or only to receive information tailored to their interest.

The tenant's perspective

- 3.8 Of course our tenants are also residents and would have the option to receive any communication we sent to all of our residents. All of the issues mentioned for residents are equally applicable to tenants including the ability to access emails and the issues of language and formats.
- 3.9 The previous publication specifically for tenants had a significant amount of material which was generic, for example items about home security. Articles such as this would be able to be carried within the council's e-newsletter.
- 3.10 There are specific items which are required to be shared with tenants as part of the regulatory requirements. A default approach of an e-newsletter format would be able to accommodate this, with a set of publications specifically for tenants, with hard copies by exception.
- 3.11 Following bringing the housing management service back in house there has been a keen focus on tenant engagement and a publication which is fresh in approach and style would be able to support this move. Registered providers are required to demonstrate how they respond to tenants' needs in the way they provide services and communicate with tenants, this will be accommodated through an e-newsletter format.
- 3.12 As a minimum, the council are required to provide timely and relevant performance information to support effective scrutiny by tenants of their landlord's performance in a form which registered providers seek to agree with their tenants.
- How tenants can access services
 - The standards of housing services their tenants can expect
 - How we are performing against those standards
 - The service choices available to tenants, including any additional costs that are relevant to specific choices
 - Progress of any repairs work
 - How tenants can communicate with us and provide feedback
 - The responsibilities of the tenant and provider
 - Arrangements for tenant involvement and scrutiny.
 - Offer a range of ways for tenants to express a complaint and set out clear service standards for responding to complaints, including complaints about performance against the standards, and details of what to do if they are unhappy with the outcome of a complaint. An annual report that contains

- 3.13 Such provision must include the publication of an annual report which should include information on repair and maintenance budgets. The council also needs to inform tenants how they use complaints to improve their services. Registered providers shall publish information about complaints each year, including their number and nature, and the outcome of the complaints.

Resource reduction

- 3.14 There is a carbon footprint of printing and delivering publications to the door. In 2019 the council declared a climate emergency and this move would make a positive impact on the council's aim to be carbon neutral by 2035. The implementation of E-newsletters as an alternative to traditional print is a small contribution but an important visible step by the council in delivering their carbon neutral aims.
- 3.15 Measurement of the Carbon Footprint associated with producing both the council wide and tenant publications been considered and is a contributing factor in the proposal to move towards online publications. This analysis is based on the production of the paper, printing and the delivery of the newsletters, by producing online versions instead of paper publications Newark and Sherwood District Council could save up to 7.1tCO₂e. Newark and Sherwood District Council is committed to reducing the environmental impact of activities and exploring carbon reducing options in order to achieve the carbon neutral target of 2035. To assist Newark and Sherwood District Council on this journey the council is required to commit to the implementation of more sustainable practices such as this within the organisation.
- 3.16 The budget for twice yearly editions of the voice is around £29,000 the budget for quarterly editions of homes to homes is around £31,000. The move to e-newsletters would mean we could send as many editions as is required, of any length for a known fixed cost. There will be initial set up costs for e-newsletters but even with these there will be a significant saving for both the General Fund and the HRA, these are detailed later in this report

4.0 Methodology

- 4.1 This is not new, and most other councils already have an E-Newsletter and therefore the technology is sound and proven and the process is well documented. The most popular is a govDelivery solution by Granicus (which is used by Nottinghamshire County, Nottingham City, Gedling, Broxtowe, Bassetlaw and Rushcliffe, North Kesteven and West Lindsey. Other formats and platforms are available.

How it works

- 4.2 E-newsletter platforms require recipients to sign up to receive information from a particular council. Some considerable work would need to be undertaken to ensure a good level of take up. There are a number of ways in which the take up would be maximised:-
- a.) some providers include services to increase take up, any other local public body (eg

NHS) who use this service would facilitate asking its current recipients if they wish to receive updates from ourselves (within the relevant geographical area).

b.) a website pop up would ask all visitors to our website if they wanted to sign up to receiving information from the Council.

c.) We would proactively communicate this as a reliable way to receive information, we would utilise social media and other advertising methods to promote take up.

d.) E-newsletters could be promoted via quarterly paper rent statements that are sent to all tenants and leaseholders.

e.) the service would be promoted to those who have signed up too be part of our residents' panel.

4.3 Template(s) would be created along a number of themes, for example one for local businesses, one for tenants, one for those interested in climate and the environment etc. Residents can chose to sign up for subjects where they have a genuine interest, and would receive information only on areas they have indicated. Further development work would be undertaken once the main brands were developed.

4.4 It is important to understand that there has been a movement away from traditional PC's and laptops and the most people regularly receive communications on their mobile devices. All the proposals and templates will be equally useable on mobile devices as well as traditional laptops and PCs.

4.5 A communications plan would be developed to ensure that the most benefit was sought from the e-newsletter platform. The scope reaches well beyond a direct replacement for the Voice and Homes from Homes. The platform has the ability to send targeted emails directly to specific residents by location (useful for missed bin collection rounds for example), or by interest (residents can opt into receiving just 'general' updates from the Council as well as key information about service area's that interest them (e.g. the environment, recycling, parks, events). It could be used to send out messages to specific residents in time of emergency (ie. Flooding). The platforms also offer an email automation service so that messages arrive at a time that suits a particular audience.

4.6 The system would be used for not just resident communication, but developed to be used for internal communication, member communication and other key stakeholder communication. Regular newsletters, with the ability to provide for 'one off' pieces, as required would be in place. There will need to be a balance between remaining in touch with our residents and tenants without bombarding them with information.

4.7 The nature of templates and targeted communications will enable us to utilise the e-newsletter as a marketing tool, using it to target sell some of the council's services. The analytic features of such a platform allow for targets to be set on all electronic communication and will let us know how well particular subjects are received.

4.8 The council periodically undertakes consultations, for example recently we held a parking consultation. Maximising the number of responses in consultations gives a more robust set of data on which to base decisions. The E-Newsletter format would include the ability to link to additional surveys, the uptake of a direct link rather than a ‘find the link on the website’ approach should increase the number of responses to consultations and these can be programmed in.

5.0 Next Steps

5.1 Subject to approval by members a procurement exercise will be undertaken in accordance with council’s procurement rules.

5.2 The proposal was presented to Housing Advisory Group on 21 December 2020 and was well received, particularly with regard to modernising this communication channel. Initial feedback included:

- a) A request for hard copies to be available in Community Centres and how we support people to opt in;
- b) How we might “push out” notifications to tenants that a new e-newsletter is available
- c) Further discussion on how we might be able to use the savings from this to invest in digital skills/equipment/connectivity for tenants.

5.3 Further consultation will be undertaken with a wider tenant cohort regarding the options, costs and potential savings associated with the choices available as well as any decision to move to an e-newsletter so they can “opt in” to a paper version.

6.0 Financial Implications - FIN20-21/7036

6.1 The current budget is set out below and it shows the cost per household per year.

2020/21 Budget

Production costs*	Design	Print	Direct delivery	Total per edition	Total cost per year	Cost per household per edition	Cost per household per year
Voice	£1,650 (20 pages)	£6,750 (53,500 copies)	£5,305 (53,075 households)	£13,705	£27,410	26p	52p
Home from Homes	£650 (12 pages)	£2,120 (5,500 copies)	£4,769 (5,404 households)	£7,539	£30,156	£1.40	£5.60

6.2 Whilst the exact cost is yet to be understood, as this will only be finalised once the procurement exercise has been completed it will provide savings on the current budget, which hasn’t been spent in 2020/21. Soft market testing has indicated that ongoing costs of the system and associated activities to be less than £20,000 per annum, therefore saving in excess of £40,000 per annum. The initial set up which would be split across the General Fund and the HRA, can be funded from the current

years savings from not producing the printed newsletters. The details of how the future running costs of the e-newsletter would be split would be worked out once further details are available, but would represent significant savings to both.

7.0 Digital Implications

This report supports the digital declaration and aims to provide a modern digital way to further communicate, provides better value for money and best meets the needs of the resident.

All GDPR and email security concerns will be investigated throughout the project and procurement exercise.

8.0 Equalities Implications

8.1 There are a range of equalities implications both positive and negative in moving from universal traditional print to a 'opt in' e-newsletter. A full Equalities impact Assessment has been completed and is attached at Appendix A.

8.2 The assessment determines that there are predominately positive implications for the younger age group, for those with visual impairments and for those for whom English is not their first language. It identifies a potential negative implications noted for those in the older age group, for which mitigation is provided with the opportunity to request a printed copy.

9.0 RECOMMENDATIONS, that:

a.) The proposal to move to electronic E-Newsletters, as an alternative provision for Council tenants to replace the printed publications they previously received, be approved in principle - subject to the outcome of the consultation referred to in paragraph 5.2 of the report.

Reason for Recommendation(s)

To move forward with a modern digital way to communicate with our residents, provides better value for money and best meets the needs of the resident and tenant.

Background Papers

Nil

Deborah Johnson
Assistant Director Transformation and Communications

EQUALITIES



E-Newsletters

Equality Impact Assessment

This document should be completed only after the Equalities Checklist has been completed and it has been determined that a full Equality Impact Assessment is required.

Service Area

Transformation & Communications

Section/service delivery/policy covered by the assessment

[Click here to enter text.](#)

Stage 1 - what is being assessed?

Name of strategy / policy /service / review being assessed:

E Newsletter proposal

Stage 2 - who is carrying out the assessment?

Members of the assessment team:

Deborah Johnson, Assistant Director Transformation and Communications

Caroline Glass, Business Manager HR

Sarah Forgione, Communications Manager

Helen Ellison, Equalities Group

Others involved in the assessment (external challenge):

[Click here to enter text.](#)

Stage 3 - aims of the strategy or service

Briefly describe the aims of the strategy or service:

To propose a move from twice yearly printed versions of the Voice, the council's newsletter, to an E Newsletter format.
To incorporate within this move an alternative provision for tenants (previously a quarterly printed publication provided by the council's former housing management provider, Newark and Sherwood Homes).

Stage 4 - knowing our customers, communities and employees

List the main customers, employees, users or groups receiving, delivering or affected by, this strategy or service:

All residents, all tenants, all businesss, all members, all staff and all partners (within the district)

Stage 5 - background information

List any information from previous surveys, customer feedback or any relevant performance information that relates to this strategy or service:

Informal feedback from comments recived when the council's publication has been distributed in the past.

Stage 6 - this stage looks at the barriers to accessing services and any possible discrimination that customers and communities may face

Age

Access to Service			Delivery of Service		
<input checked="" type="checkbox"/> Positive Impact	<input checked="" type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact	<input checked="" type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

Older Persons

Access – Negative. A proportion of the older population are not digitally enabled and some will not be able to access a digital version of our information

Delivery – Positive. A proportion of the older population have deteriorating sight, for those that do there is the ability to enlarge the font size of electronic communications and for those with the software the ability to use the voice reader to have the newsletter read aloud.

Younger Working Age

Access and Delivery – Positive. This proposal will increase the council’s contact with busy working age residents for whom the electronic format is likely to appeal.

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

There will be an option for all those who wish to receive printed communications to do so, they will need to inform us of this request.

Race

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Gender

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Disability

Access to Service			Delivery of Service		
<input checked="" type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact	<input checked="" type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

Access and Delivery – Positive Impact

For those residents who are partially sighted it offers the opportunity for text enlargement or read aloud software to be utilised which are common functions for the visually impaired.

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Sexual Orientation

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Gender Reassignment

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Marriage and Civil Partnership

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Pregnancy and Maternity

Access to Service			Delivery of Service		
<input type="checkbox"/> Postive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

[Click here to enter text.](#)

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

Click here to enter text.

Religion or Belief

Access to Service			Delivery of Service		
<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact	<input type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input checked="" type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

Click here to enter text.

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

Click here to enter text.

Other Groups or Issues (e.g. socio-economic)

Access to Service			Delivery of Service		
<input checked="" type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact	<input checked="" type="checkbox"/> Positive Impact	<input type="checkbox"/> Negative Impact	<input type="checkbox"/> Nil Impact

Please describe any positive impact, negative impact, any barriers or potential discrimination:

Access and Delivery – Positive (those for whom English is not their first language)

An e-newsletter can include any key messages in alternative languages if appropriate, as an electronic format automatic 'google translate' can be used by anyone to translate the content to suit an individual's requirements. Often for those for whom English is not their first language, the ability to speak English is far easier than to read material in their second language.

Please describe any measures you have already got in place to reduce inequality to ensure customers can access this service:

[Click here to enter text.](#)

Stage 7 – Action Plan and Policy Review

From the previous section list the specific actions required to address any problems you have identified:

Action:	Service Plan / Delivery Plan:	Officer Responsible:	Timescale:	Resources:	Milestones, Monitoring and Review Details:
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Date of next review

Click here to enter a date.

Stage 8 – Outcomes(s) of equality impact assessment

No major change needed
 Adjust the policy/proposal
 Adverse impact but continue
 Stop and remove the policy and proposal

Further description:

Click here to enter text.

Stage 9 – Confirmation and Publish the Results

I confirm that these actions are being adopted as everyday practise and if necessary incorporated into the Service Plan or Delivery Plan

Signed by Lead Officer: Click here to enter text.

Date Click here to enter text.

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

HOMELESSNESS PREVENTION AND ROUGH SLEEPER STRATEGY- ANNUAL DELIVERY UPDATE

1.0 Purpose of Report

1.1 The purpose of this report is to inform members of the Homes and Communities Committee of the progress achieved to deliver objectives within the Homelessness Prevention and Rough Sleeper Strategy 2019 – 2024 and to inform of the findings of the second Homelessness Review 2020.

2.0 Background Information

2.1 After a jointly commissioned Homelessness Review was conducted in 2018 jointly with Mansfield District Council and Ashfield District Council, we launched the Newark and Sherwood Homelessness Prevention and Rough Sleeper Strategy 2019-24.

2.2 As a reminder, the aims of the strategy are to:

- Prevent as many residents as possible from becoming homeless
- Ensure that if anyone has to sleep rough, it is brief and does not happen again
- Help as many residents as possible to move seamlessly from one home to another without the need for emergency or temporary accommodation
- Provide a good quality service that customers are highly satisfied with

2.3 The objectives of the Strategy are:

- To improve financial resilience amongst the population at risk of homelessness, through a proactive and integrated local welfare benefits system
- To increase the amount of social housing available to homeless households and increase the sustainability of social housing tenancies
- To deliver additional supported housing and housing related support as required
- To increase the amount of private rental sector (PRS) housing available to homeless households and increase the sustainability of PRS tenancies
- To ensure the support needs of homeless households and households at risk of homelessness are appropriately met, in order to reduce their risk of homelessness and the risk of homelessness increasing their support needs
- To end rough sleeping and street activity and encourage the community to do their bit to end homelessness
- To achieve high customer satisfaction with the outcome and experience of the support provided by Housing Options
- To ensure services are designed based on robust evidence and effectively monitored and evaluated

2.4 To date (year 1) the delivery status in Newark and Sherwood for each of the objective outcomes has been rated as green or amber as detailed below:

OUTCOME	STATUS
<p data-bbox="252 226 963 259">1. Reducing the Impact of Poverty on Homelessness</p> <p data-bbox="217 302 1161 416"><i>Objective – To improve the financial resilience amongst the population at risk of homeless households through a proactive and integrated local welfare benefits system</i></p> <p data-bbox="217 459 593 492">What we will do in year one:</p> <ul data-bbox="217 537 1161 965" style="list-style-type: none"> <li data-bbox="217 537 1161 712">• Research how NSDC and partners to improve their financial resilience to mitigate against adverse events that may cause homelessness (ending of a tenancy, relationship breakdown, bereavement, redundancy, large unexpected costs, etc) can proactively support households at risk of homelessness. <li data-bbox="217 754 1161 853">• Review the accessibility and take up of advice on money, debts and benefits provided by NSDC and partners by households at risk of homelessness. <li data-bbox="217 896 1161 965">• Work with partners to develop sustainable pathways out of homelessness that minimise the levels of poverty experienced. 	

<p>Theme 2 - Responding to the Shortage of Social Housing</p> <p><i>Objective – To increase the amount of social housing available to homeless households and increase the sustainability of social housing tenancies by homeless households/at risk households</i></p> <p>No actions identified for year 1</p>	
<p>Theme 3 - Supported Housing and Housing Related Support</p> <p><i>Objective – To deliver the additional required supported housing and housing related support</i></p> <p>What we will do in year one:</p> <ul style="list-style-type: none"> • Identify the barriers to sustainable move on from supported housing. • Identify barriers to accessing supported housing by those households who need it. • Conduct an annual review of support needs of supported housing residents and evaluate if these needs are appropriately met • Create a governance structure that includes oversight of all supported housing and housing related support 	
<p>Theme 4 - Working with the Private Rented Sector (PRS)</p> <p><i>Objective – To increase the amount of PRS housing available to homeless households and increase the sustainability of PRS tenancies by homeless households/at risk households</i></p> <p>What we will do in year one:</p> <ul style="list-style-type: none"> • Work with partners and PRS landlords to remove the barriers to homeless households accessing the PRS, from, establishing any required products and services (subject to resource availability) using external funding where available • Secure funding to introduce the Call Before You Serve scheme in the district • Research the underlying causes of loss of a PRS tenancy 	

Theme 5 - Addressing the Causes and Consequences of Homelessness

Objective – To ensure the support needs of homeless households and households at risk of homelessness are appropriately met in order to reduce their risk of homelessness and the risk of homelessness increasing their support needs

What we will do in year one:

- Work with partners to ensure robust pathways to prevent homelessness upon discharge from an institution
- Work with partners to identify options to prevent the underlying causes of homelessness in the next generation (schools programme, family mediation/support, peer support, education/employment/training, perpetrator programmes, etc)
- Contribute to the development of Nottinghamshire County Council Youth Homelessness Strategy in 2020

Theme 6 – Reducing the Impact of Homelessness on the Community

Objective - To end rough sleeping and street activity and encourage the community to do their bit to end homelessness

What we will do in year one:

- Ensure any rough sleeping is brief and non-recurrent
- Work with partners to ensure the welfare needs of rough sleepers and those at risk of rough sleeping are met (winter shelter, breakfast club, soup kitchen, outreach nurse, day centres, public support, community safety, etc). Provide regular updates to the appropriate strategy governance group

<p>Theme 7 - Improving Customer Services for People who are Homeless or at Risk of Homelessness</p> <p><i>Objective – High customer satisfaction with the outcome and experience of the support provided by NSDC Housing Options and partners</i></p> <p>What we will do in year one:</p> <ul style="list-style-type: none"> • Conduct a 6/12 month review of the Duty to Refer operation and identify opportunities to enhance its contribution to preventing homelessness. • Tailored pathways – Work with partners to ensure there are clear pathways to resolving a household’s homelessness for the key causes of homelessness, integrating services wherever possible (end of AST, fleeing violence, friends/family exclusion, etc). 	
<p>Theme 8 – Improving the data available to relevant agencies</p> <p><i>Objective – Services are designed based on robust evidence and effectively monitored and evaluated</i></p> <p>What we will do in year one:</p> <ul style="list-style-type: none"> • Work with partners to develop a governance structure to oversee the delivery of this strategy • The governance structure will agree the monitoring and outcomes data to be reported to them • The governance structure will be responsible for identifying good performance and areas for improvement, ensuring any required remedial action is taken as appropriate • The governance structure will regularly share the monitoring and outcomes data with all relevant partners 	

2.5 The Councils Homelessness Prevention and Rough Sleeper Strategy Action Plan will be used as a working document to plan future actions and record existing work that is being carried out throughout the district to ensure we are on track for completion/amendment of the outcomes.

2.6 The action plan is compiled, reported and agreed through a joint Homeless Interagency Forum with Mansfield DC and Ashfield DC.

3.0 Actions to date – year 1 of the strategy

3.1 The Homelessness Prevention and Rough Sleeper Strategy Action Plan is attached at Appendix A, and includes all the successful outcomes recorded in relation to year 1. For ease, a summary of some of the key achievements is listed below:

Theme 1 - Reducing the Impact of Poverty on Homelessness
<ul style="list-style-type: none"> Proposals have been made for SLT to approve financial contributions from the Homelessness Prevention Fund to facilitate initiatives such as a Welfare Advice Officer with Citizens Advice, a Credit Union Coordinator and a Support package for homeless households to set up home Funding contribution/SLA and regular performance monitoring of a Debt Service, provided by Citizens Advice and funded jointly between Housing Options and Housing Management
Theme 3 - Supported Housing and Housing Related Support
<ul style="list-style-type: none"> Homeless Strategy representation on the NCC 16+ Supported Housing Review and the Youth Homelessness Forum Successful bid to the Next Steps Accommodation Programme to provide interim accommodation to rough sleepers with complex needs Commissioning of a Homelessness Review Phase 2 which includes a support needs survey (see 4.0)
Theme 4 - Working with the Private Rented Sector (PRS)
<ul style="list-style-type: none"> Provision within the Countywide Rough Sleeper Initiative to support private landlords via the Call before you serve initiative Countywide PRS Task and Finish Group
Theme 5 - Addressing the Causes and Consequences of Homelessness
<ul style="list-style-type: none"> Countywide Task and Finish Group for prison leavers Homelessness prevention in schools Hospital discharge protocol Strategic representation in a Countywide Family Hubs Task and Finish Group
Theme 6 - Reducing the Impact of Homelessness on the Community
<ul style="list-style-type: none"> Partnership with Newark Baptist Church and Salvation Army to provide 'The Well' drop in service for rough sleepers and vulnerably housed Joint countywide bid to the Rough Sleepers Initiative year 4 bid New Winter Night Shelter Provision in line with Public Health guidelines Successful bid to the Next Steps Accommodation Programme
Theme 7 - Improving Customer Services for People who are Homeless or at Risk of Homelessness
<ul style="list-style-type: none"> Enhanced Housing Options online toolkit to access Housing Options Service Review of the Duty to Refer process by the Rough Sleeper Coordinator
Theme 8 - Improving the data available to relevant agencies
<ul style="list-style-type: none"> Provision of a Joint Homeless Interagency Forum and networking group meeting

4.0 Homelessness Review 2018 and 2020

4.1 In 2018, Newark & Sherwood, Ashfield and Mansfield District Councils carried out a joint Homelessness Review and developed each councils latest local Homelessness Strategy, under the terms of the Homelessness Act 2002 and Homelessness Reduction Act 2017.

4.2 As the Homelessness Reduction Act (introduced in 2018) had only been in place for six months when the Homelessness Review took place, a second Homeless Review was commissioned to

take place after two years, which would allow us to understand the true impact of the Act on homelessness services.

- 4.3 Part of the review included a survey of support needs by looking at the characteristics of service users in supported or temporary accommodation that were in situ as at 31 July 2020.
- 4.4 The Mid Notts data relates to 445 individuals and is a significant increase on the first sample of 371 service users for whom snapshot data was provided relating to 19 September 2018.
- 4.5 The services in scope can be described as forming a “supported housing homelessness pathway” within the three council areas. Of the 445 service users surveyed, 124 (28%) were owed a statutory duty under homeless legislation (up from 59 or 16% in 2018), 45 (10%, down from 72 in 2018) were classed as “decision pending” with the rest being owed no duty – or none reported.
- 4.6 The table below shows a snapshot of the significant findings between the two reviews in 2018 and 2020:

Findings/support needs	Findings	Comparison to 2018
Findings		
Length of Stay in Services	The survey found that the average length of stay in all the types of supported housing (including Temporary Accommodation) was 67 weeks	41 weeks in 2018 This increase in average lengths of stay is worth noting and may be partly due to lack of movement during the COVID 19 lockdown.
Support needs		
Meeting Substance Misuse Related Support Needs	For the first time in 2020, the survey asked about how drug and alcohol support needs are being met. Of the 131 cases where information was provided, 95 service users’ needs had been, or were currently being met (73%). In 36 cases (27%), either service users had dropped out of treatment or had not had their needs met at all.	
Disability and Mobility	172 (38%) of service users were reported as being disabled. The most common disability was having a mental health condition. 196 (44%) of service users were reported as having this need. 87% had a diagnosis with the remaining 25 (about 13%) having no formal diagnosis of mental ill health.	An increase on the 130 (35%) reported in 2018.

	Of the 196 service users with mental health support needs, 86 (44%) had drug related support needs.	This compares with nearly 50% in 2018.
Offending, Anti-Social Behaviour (ASB) and Street Activity	<p>125 service users had some history of offending. This represents about 28% of the service users in the sample.</p> <p>18 service users were reported as being subject to ASB orders of one kind or another.</p> <p>A total of 49 service users were reported to be street active, engaging in street activities such as begging, gang activity and drug dealing.</p> <p>An additional 31 were reported as engaged in “other ASB”</p>	Similar to 2018 (106 or 29%)
Job Readiness and Meaningful Use of Time	<p>16% of service users were ready to work, or nearing readiness.</p> <p>For about 27%, working is unlikely ever to be an option.</p> <p>32% of service users were reported as having nothing meaningful to do with their time. Those whose preferred activity expressed an interest in being able to do a college course, go to the gym or meet friends to play games (or have a drink).</p>	
Dependence on Welfare Benefits	<p>Only 23 service users were reported as being in work or on a pension. The vast majority, were, therefore, dependent on benefits.</p> <p>202 service users were reported as being on Universal Credit, including some of those who were working (45% of the survey sample)</p>	
Tenancy Support	<p>23 service users were reported as being at high risk of eviction or abandonment.</p> <p>A further 29 were deemed to be at medium risk.</p>	

	A much larger number, 127 (28% of the survey sample) were reported to be in rent arrears.	
--	---	--

4.7 ***Move-On Accommodation***

181 service users were described as ready to move on as at 31 July 2020 (41% of the survey sample); however, in 120 of these cases, their preferred move on destination was unavailable.

4.8 In effect, a further 120 units of supported housing (27% of the survey sample) could be freed up if the move-on accommodation were to be available. In particular, there is immediate demand for 92 units of general needs social housing.

5.0 **Digital Implications**

5.1 There are no digital implications arising from this report.

6.0 **Equalities Implications**

6.1 There are no equalities implications arising from this report. The information set out in the action plan demonstrates there is equal access to information and services.

7.0 **Financial Implications**

7.1 Although there are no specific financial implications coming out of this report, it is worth noting that the Council operate a Housing Options service dedicated to homelessness and rough sleeper prevention, which costs between £400k-£500k per annum. The Council also receives Central Government support through a number of dedicated grants. For 2020/21, these have amounted to just over £185k.

8.0 **RECOMMENDATION(S)**

- a) **That members note the update on the Homelessness Prevention and Rough Sleeper Strategies first year achievements and the findings from the Homelessness Review 2020.**
- b) **Also the partnership work that is being carried out to support the homeless strategy and frontline service delivery.**

Reason for Recommendation(s)

This report shows the activities within the first year to take the Council closer to eradicating homelessness and shows our ongoing commitment to support those in most need.

Background Papers

Nil.

For further information, please contact Cheska Asman, Homeless Strategy and Safeguarding Officer on Ext 5643.

Suzanne Shead
Director of Housing, Health and Wellbeing

Appendix A – Homelessness Prevention and Rough Sleeper Action plan 2019 - 2024

<p style="text-align: center;">Theme 1 - Reducing the Impact of Poverty on Homelessness</p>	<p style="text-align: center;">To improve the financial resilience amongst the population at risk of homeless households through a proactive and integrated local welfare benefits system</p>	<p>Research how households at risk of homelessness can be proactively supported by NSDC and partners to improve their financial resilience to mitigate against adverse events that may cause homelessness (ending of a tenancy, relationship breakdown, bereavement, redundancy, large unexpected costs, etc) Make recommendations to the appropriate strategy governance group</p>	<p>Proposals made for SLT to approve financial contributions to facilitate: A Welfare Advice Officer with Citizens Advice Funding to promote Nottinghamshire and Lincolnshire Credit Union, fund a Credit Union Coordinator in 2021 and facilitate a pop up shop by 2022 Enable Support packages for those homeless households moving from temporary or supported housing to furnish a new property</p>	<p>NSDC</p>	<p>Newark and Sherwood Citizens Advice Nottinghamshire and Lincolnshire Credit Union</p>	<p>Year 1</p>	
		<p>Review the accessibility and take up of advice on money, debts and benefits provided by NSDC and partners by households at risk of homelessness. Make recommendations to the appropriate strategy governance group</p>	<p>Funding/SIA and Performance management of the Debt Service funded jointly between Housing Options and Housing Management</p>	<p>NSDC - Housing options and Housing Management</p>	<p>N&S Citizens Advice</p>	<p>Year 1</p>	
		<p>Identify opportunities to integrate local welfare benefits services (such as NSDC Housing Benefit, DWP, Citizens Advice) with the NSDC Housing Options team to proactively support households at risk of homelessness. Make recommendations to the appropriate strategy governance group</p>			<p>Sherwood and Newark Citizens Advice Nottinghamshire and Lincolnshire Credit Union</p>	<p>Year 2</p>	
		<p>Work with partners to develop sustainable pathways out of homelessness that minimise the levels of poverty experienced. Make recommendations to the appropriate strategy governance group</p>	<p>Nottinghamshire and Lincolnshire Credit Union</p>	<p>NSDC</p>	<p>Sherwood and Newark Citizens Advice Nottinghamshire and Lincolnshire Credit union</p>	<p>Year 1</p>	

<p>Theme 2 - Responding to the Shortage of Social Housing</p>	<p>To increase the amount of social housing available to homeless households and increase the sustainability of social housing tenancies by homeless households/at risk households</p>	<p>Deliver the relevant NSDC core strategy objectives</p>			<p>Strategic Housing Team Registered Providers Housing Options Housing Management</p>	<p>Year 2 +</p>	
		<p>Work with social housing partners to deliver the required additional tenancy sustainment support, using external funding where available</p>			<p>Strategic Housing Team Registered Providers Housing Management</p>	<p>Year 2+</p>	
		<p>Research the underlying causes of tenancy failure in social housing. Make recommendations to the appropriate strategy governance group</p>			<p>Strategic Housing Team Registered Providers Housing Management</p>	<p>Year 2+</p>	
		<p>Identify the barriers to homeless households accessing social housing. Make recommendations to the appropriate strategy governance group</p>			<p>Strategic Housing Team Registered Providers Housing Management</p>	<p>Year 2+</p>	
		<p>Work with partners to reduce the number of evictions from social housing</p>			<p>Strategic Housing Team Registered Providers Housing Management</p>	<p>Year 2+</p>	

<p style="text-align: center;">Theme 3 - Supported Housing and Housing Related Support</p>	<p style="text-align: center;">To deliver the additional required supported housing and housing related support</p>	<p>Work with partners to deliver the required additional supported housing using external funding where available</p>			<p>NCC Comissioners Supported housing providers Service Users</p>	<p>Year 2+</p>	
		<p>Work with partners to deliver the additional required housing related support using external funding where available</p>			<p>NCC Comissioners Supported housing providers Service Users</p>	<p>Year 2+</p>	
		<p>Identify the barriers to sustainable move on from supported housing. Make recommendations to tackle these barriers to the appropriate strategy governance group</p>	<p>NSDC are involved in the NCC 16+ Supported Housing Review NSDC officers attend the Nottinghamshire Youth Homelessness Forum which focuses on meeting the housing needs of young people. NSDC is committed to the Nottinghamshire Care Leaver offer and works with the Leaving Care Team to secure housing for care leavers. The Ready to Move assessment from supported housing to social housing identifies any barriers that prevent move on</p>	<p>NCC</p>	<p>NSDC NCC Comissioners Supported housing providers Service Users</p>	<p>Year 1</p>	
		<p>Identify barriers to accessing supported housing by those households who need it. Make recommendations to tackle these barriers to the appropriate strategy governance group</p>	<p>A survey of support needs of residents of temporary accommodation and supported housing was scheduled in April 2020, however, this has been put on hold due to the Coronavirus outbreak</p>	<p>NCC</p>	<p>NCC Comissioners Supported housing providers Service Users</p>	<p>Year 1</p>	
		<p>Conduct an annual review of support needs of supported housing residents and evaluate if these needs are appropriately met</p>	<p>A survey of support needs of residents of temporary accommodation and supported housing was scheduled in April 2020, however, this has been put on hold due to the Coronavirus outbreak</p>	<p>NCC</p>	<p>NCC Comissioners Supported housing providers Service Users</p>	<p>Year 1</p>	
		<p>Create a governance structure that includes oversight of all supported housing and housing related support</p>			<p>NCC Comissioners Supported housing providers Service Users</p>	<p>Year 1</p>	

Theme 4 - Working with the Private Rented Sector (PRS)	To increase the amount of PRS housing available to homeless households and increase the sustainability of PRS tenancies by homeless households/at risk households	Work with partners and PRS landlords to remove the barriers to homeless households accessing the PRS, from, establishing any required products and services (subject to resource availability) using external funding where available	Newark and Sherwood DC have a dedicated PRS Officer to oversee the RealHome service and bond guarantee scheme The Landlord Liaison Officers work alongside Housing Options Teams across Nottinghamshire to secure PRS tenancies for single households, this started in Autumn 2019.	NSDC	Landlord Liaison Officer Call before you serve (DASH) Letting Agents Private Landlords	Year 1	
		Secure funding to introduce the Call Before You Serve scheme in the district	Funding has been secured from the MHCLG Rough Sleeping Initiative funding programme to introduce the Call Before You Serve scheme in Newark and Sherwood, this started in August 2019. Funding has been secured to continue this service until March 2021.	NSDC	Landlord Liaison Officer Call before you serve (DASH) Letting Agents Private Landlords	Year 1	
		Research the underlying causes of loss of a PRS tenancy. Make recommendations to address these causes to the appropriate strategy governance group	A countywide Task and Finish Group, linked to the LRF Housing Sub Group has been set up to consider and support private landlords	LRF Housing Sub Group	Landlord Liaison Officer Call before you serve (DASH) Letting Agents Private Landlords	Year 1	

Theme 5 -
Addressing the
Causes and
Consequences of

Agenda Page 280

<p>To ensure the support needs of homeless households and households at risk of homelessness are appropriately met in order to reduce their risk of homelessness and the risk of homelessness increasing their support needs</p>	<p>deliver the additional required supported housing and housing related support – see Theme 3</p>		<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools</p>	<p>Year 2+</p>		
	<p>Work with partners to ensure robust pathways to prevent homelessness upon discharge from an institution. Provide regular updates to the appropriate strategy governance group</p>	<p>Duty to Refer Countywide Task and Finish Group - prison leavers Hospital discharge agreement linked to Mansfield DC Homelessness prevention in schools in partnership with Broxtowe Youth Homelessness</p>	<p>NSDC</p>	<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools</p>	<p>Year 1</p>	
	<p>Identify the barriers to homeless households accessing specialist support and treatment. Make recommendations to tackle these barriers to the appropriate strategy governance group</p>	<p>Significant funding was secured from MHCLG in 2019/20 to provide services to rough sleepers and those at risk of rough sleeping in Nottinghamshire, including:- Street Outreach service, including a social worker and nurse A prison navigator A hospital navigator A mental health navigator 3 landlord liaison officers 2 Community Psychiatric Nurses</p>		<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools HO Officer (AW)</p>	<p>Year 2+</p>	
	<p>Work with partners to identify options to prevent the underlying causes of homelessness in the next generation (schools programme, family mediation/support, peer support, education/employment/training, perpetrator programmes, etc). Provide regular updates to the appropriate strategy governance group</p>	<p>Work has also begun to arrange engagement sessions in Newark and Sherwood schools and colleges in partnership with Broxtowe Youth Homelessness, this is currently on hold due to the Coronavirus outbreak. NSDC representation on a Task and Finish Group - Family Hubs</p>	<p>NSDC</p>	<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools HO Officer (AW)</p>	<p>Year 1</p>	
	<p>Work with partners to identify how households at risk of homelessness as a result of their support needs can be identified and proactively assisted as early as possible. Make recommendations to the appropriate strategy governance group</p>			<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools HO Officer (AW)</p>	<p>Year 2+</p>	
	<p>Work with partners to provide joined up support to households with multiple and complex needs at risk of homelessness. Provide regular updates to the appropriate strategy governance group</p>			<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools HO Officer (AW)</p>	<p>Year 2+</p>	
				<p>Prisons Hospitals NCC Commissioners Broxtowe Youth Homelessness Secondary Schools HO Officer (AW)</p>		

<p style="text-align: center;">Theme 6 - Reducing the Impact of Homelessness on the Community</p>	<p>To end rough sleeping and street activity and encourage the community to do their bit to end homelessness</p>	<p>Ensure any rough sleeping is brief and non-recurrent</p>	<p>NSDC have created a new Winter Night Shelter Provision in line with Public Health Guidance. The provision includes a drop in service at Newark Baptist Church, emergency accommodaiton in B&B or void general stock and a Rough Sleeper Action Group. Newark and Sherwood are part of the countywide Rough Sleeper Initiative MHLG funding A successful bid has been awarded by MHCLG to the Next Steps Accommodation Programme</p>	<p>NSDC</p>	<p>Ronnie Tucker - Street Outreach Team Manager Public Protection Faith groups Notts Police</p>	<p>Year 1</p>	
		<p>Minimise and manage the negative impacts of street activity by rough sleepers, supported housing residents and others</p>			<p>Ronnie Tucker - Street Outreach Team Manager Public Protection Faith groups Notts Police</p>	<p>Year 2+</p>	
		<p>Work with partners to ensure the welfare needs of rough sleepers and those at risk of rough sleeping are met (winter shelter, breakfast club, soup kitchen, outreach nurse, day centres, public support, community safety, etc). Provide regular updates to the appropriate strategy governance group</p>	<p>Partnership working has resulted the the following to support rough sleepers: A weekly drop in at Newark Baptist Church to access meals, showering facilities, laundry and mentors (Impact) 'The Well' drop in service is available every day throughout winter to assist rough sleepers or vulnerably housed. Countywide Rough Sleeper Initiative year 4 planning (2021/22)</p>	<p>NSDC</p>	<p>Ronnie Tucker - Street Outreach Team Manager Public Protection Faith groups Notts Police</p>	<p>Year 1</p>	
		<p>Establish the Homeless Reduction Board as required by the MHCLG Rough Sleeping Strategy and Delivery Plan</p>			<p>Ronnie Tucker - Street Outreach Team Manager HO Officer (JF) Public Protection Faith groups Notts Police</p>	<p>Year 2+</p>	
		<p>Create a community homeless prevention charter and encourage partners, public, businesses, etc to pledge to do their bit to end homelessness</p>			<p>Ronnie Tucker - Street Outreach Team Manager Public Protection Faith groups Notts Police</p>	<p>Year 2+</p>	

Theme 7 -
Improving
Customer Services
for People who are
Homeless or at
Risk of
Homelessness

High customer satisfaction with the outcome and experience of the support provided by NSDC Housing Options and partners	Regularly gather customer feedback and utilise this to continuously improve the service and its integration with our services. Provide regular updates to the appropriate strategy governance group			NSDC Customer Services Team	Year 2+	
	Research customer journeys into homelessness to identify early opportunities to prevent their homelessness and any barriers to doing so. Make recommendations to the appropriate strategy governance group			NSDC Customer Services Team	Year 2+	
	Conduct a 6/12 month review of the Duty to Refer operation and identify opportunities to enhance its contribution to preventing homelessness. Make recommendations to the appropriate strategy governance group	Countywide review of the Duty to Refer was completed and key agencies have been contacted to refresh their knowledge on this. Officers continue to liaise with agencies on a case by case basis to improve the quality and timeliness of referrals. This work is supported by the navigators mentioned above who are working to improve the pathways from their respective specialist settings.		NSDC Customer Services Team DWP Prisons	Year 1	
	Conduct an annual review of NSDC staff and partner training needs, arrange required training. Provide regular updates to the appropriate strategy governance group			NSDC Customer Services Team	Annually	
	Tailored pathways – Work with partners to ensure there are clear pathways to resolving a household’s homelessness for the key causes of homelessness, integrating services wherever possible (end of AST, fleeing violence, friends/family exclusion, etc). Provide regular updates to the appropriate strategy governance group	Enhanced Housing Options Toolkit Housing/Homelessness Webpages	Housing Options	NSDC Customer Services Team DV Coordinator	Year 1	
	Work with partners to identify how those with lived experience of homelessness can be included in the design and delivery of services. Make recommendations to the appropriate strategy governance group			NSDC Customer Services Team	Year 2+	

Theme 8 – Improving the data available to relevant agencies	Services are designed based on robust evidence and effectively monitored and evaluated	Work with partners to develop a governance structure to oversee the delivery of this strategy	The Mid-Notts Joint Inter Agency Forum continues to meet 3 times a year, which provides an opportunity for information sharing and networking for a wide range of partners.	NSDC	All HO Officers	Year 1	
		The governance structure will agree the monitoring and outcomes data to be reported to them	Mid Notts Joint Inter Agency Forum			Year 1	
		The governance structure will be responsible for identifying good performance and areas for improvement, ensuring any required remedial action is taken as appropriate				Year 1	
		The governance structure will regularly share the monitoring and outcomes data with all relevant partners				Year 1	

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

YORKE DRIVE REGENERATION UPDATE

1.0 Purpose of Report

1.1 To provide an update to the Committee on progress within the Yorke Drive Regeneration Project.

2.0 Background Information

2.1 The Yorke Drive Regeneration project emanated from the Bridge Ward Neighbourhood Study undertaken in 2012 and has the following objectives:

- Transformation of the estate and area through selective demolition and building of new mixed tenure homes for rent and sale
- To achieve a cross subsidy from the sale of market properties to support delivery of new affordable rented homes and improvements to the whole estate.
- Providing improved sports and leisure facilities for all (including a new sports pavilion).
- Improving road access and the road network in the area.
- Making the whole area a better and safer place to live
- Providing an economic stimulus to the Newark and Sherwood Economy

2.2 Outline planning permission was secured in November 2019. This was made possible through a grant of almost £1m from the Ministry of Housing, Communities and Local Governments Estate Regeneration Scheme which allowed the council to commission consultants Campbell Tickell to undertake master planning, financial modelling and coordinate the planning submission.

2.3 The exempt report presented to Policy and Finance in September 2019, approved the maximum financial capital commitment from the council and in April 2020, the Policy and Finance Committee approved the appointment of Lovell Partnership, through their regeneration arm Compendium Living, as preferred developer to deliver the scheme.

3.0 Project Update

3.1 In September 2020 the council entered into an Enabling Agreement with Lovell to allow progression of site investigations, surveys, design and a reserved matters application whilst the detailed Development Agreement is drafted and funding finalised.

3.2 An update against key areas of the project is presented below:

Key actions	Update
Land Assembly through acquisition of privately owned properties.	<p>Fourteen privately owned properties fall within the demolition zone and the Council has begun the process liaising with owners with a view to purchasing these through an agreed voluntary sale.</p> <p>Since the September Committee update a further two properties have been purchased (bringing the total to three) with an additional four currently in the conveyance process and valuations completed on all but one property.</p> <p>A compulsory purchase order will be sought as a last resort to ensure land assembly; Weightmans Law has been appointed to support the Council through this process if necessary. A further Committee Paper for approval to submit a CPO will be brought forward in due course.</p>
Site Investigations	<p>Under the Enabling Agreement the following site investigations have been undertaken to inform the reserved matters application:</p> <ul style="list-style-type: none"> • Ground Investigations – soil depth, composition and drainage capacity • CCTV of the existing drainage system • Further ecology surveys
Reserved Matters – Design of estate, housing and sports pavilion	<p>Detailed design work is underway with HTA architects for the residential elements of the project and STRI and Langtry Langton for the football pitch and pavilion design respectively.</p> <p>On 8th and 9th December, those residents directly impacted by the project through demolition of their existing home were invited to a consultation event to consider the emerging designs. Feedback from this consultation will be fed into the design and a further consultation for a wider range of stakeholders is being planned for late January 2021.</p> <p>Emerging designs from the December consultation can be viewed here: https://bit.ly/3mdGAWD</p> <p>The current programmer targets a reserved matters application by the end of February 2021.</p>
Acquisition of 1-9 Lincoln Court from Paragon Asra Housing Association	<p>The council completed on the acquisition of 1-9 Lincoln Court on 9th November 2020 and the existing tenants have been transferred to secure council tenancies. The council secured the agreement of Homes England to permit the grant attached to the properties to be put back into the scheme or into a Recycled Capital Grants Fund.</p>
Development of Shared Equity Product	<p>As part of the Councils ‘Resident Offer’, the Council is providing the option of a shared equity purchase to owner-occupiers whose home falls within the demolition area. Working with Freeths, the project team is continuing to work on the most effective mechanism to</p>

	<p>deliver shared equity. It is anticipated that this offer will be taken up by a maximum of 6 households.</p>
<p>External funding (HE) secured</p>	<p>Since the September update, Homes England has published its new prospectus for Affordable Housing 2021-2026 and officers are liaising with Homes England to ascertain the impact of the new prospectus on opportunities for funding. Whilst these discussions progress, the team is also seeking to maximize alternative opportunities e.g. D2N2 and One Public Estate where possible and consider the capacity within the councils own Housing Revenue Account should external funding applications prove unsuccessful.</p> <p>A meeting with Homes England (HE) and the Council's Chief Executive and relevant Directors along with Project Manager took place in December and a commitment was made by HE officers to give further clarity on the Councils funding application by mid-January 2021. The situation will be updated verbally to members at the meeting if available.</p>
<p>Preparedness for decant and move of 130 households</p>	<p>The project phasing has been designed such that disruption to residents is minimized with one move only as far as is practicably possible. It is also anticipated that some households will choose to move off the Drive rather than be rehoused in the new development. The Councils Decant Policy was approved at Policy and Finance November 2019 with the Resident Compensation Guide approved in April 2020.</p> <p>To date five properties within the first six due for demolition have been decanted. In addition, natural voids (where a resident has chosen to leave of their own accord) are being held in the first phase.</p>
<p>Management of vacant properties</p>	<p>The Project Board considered the benefits and challenges of holding naturally occurring voids in Phase 1 with regards rent loss, the potential of ASB versus additional costs of statutory compensation payment and risks to the programme from delayed decant. It was agreed that naturally occurring voids in Phase 1 will be held rather than re-let. Void properties have been shuttered and made secure with additional patrols from Community Protection Officers and Tenancy Officers to manage any potential ASB and fly tipping.</p> <p>Since the last update in September, the opportunity to let some of the current void properties on a temporary basis has arisen. In support of homeless services across the council and in response to the loss of the Winter Shelter for 2020, a number of void units will be utilized as necessary. This not only supports colleagues in housing options to ensure that residents can be appropriately housed without the need for expensive Bed and Breakfast accommodation, but also maximizes rental income to the Housing Revenue Account.</p>

Community and resident involvement	<p>The project has continued to have a high level of community involvement and this is now evolving to reflect new ways of working in response to Covid-19 and include:</p> <ul style="list-style-type: none"> • Resident Engagement – online one-to-one consultation with households directly impacted by the regeneration proposals 8th and 9th December • Stakeholder engagement pre- reserved matters submission planned for January 2021 • Newsletter – produced every 2 months – latest December 2021 and distributed to homes on and adjacent to the estate • Facebook – regularly updated • Direct liaison with Ward Councilors
------------------------------------	--

4.0 Equalities Implications

4.1 Equality implications for this regeneration scheme have been considered with an Equality Impact Assessment presented to Policy and Finance Committee November 2018.

5.0 Digital Implications

5.1 The current significant digital implications for the project is the reliance on online mechanisms for consultation and engagement. Whilst a proportion of residents continue to engage through Facebook and the use of MS Teams, a significant proportion have not engaged through these methods and therefore the distribution of the hard copy newsletter is still critical whilst Covid19 restrictions prevent face to face consultation.

5.2 Consideration is also being given to the delivery of broadband connectivity within the new development, though this will not impact on our internal services, it would support digital connectivity in this area across a whole range of services for residents.

6.0 Financial Implications (FIN20-21/1246)

6.1 The project is currently expected to remain within the approved capital budget (reported to Policy and Finance Committee on 2 April 2020) of £13.400m for HRA and £3.358m for General Fund.

6.2 Within the current approved budget there is an expectation that grant funding of £3.760m would be available from Homes England. The project has been modelled into the HRA Business Plan (BP) including the anticipated grant funding. Should the grant funding not be forthcoming, this would need to be re-modelled into the HRA BP to confirm it remains affordable.

7.0 Community Plan – Alignment to Objectives

7.1 The rationale for the project has been clearly articulated in this and previous reports, its strategic importance is reflected through its inclusion in the Council’s Community Plan. Following extensive and continued consultation with residents on the estate, the project is also supported by the overwhelming majority of residents.

7.2 The proposals directly relate to the following objectives within the Community Plan.

- *Improve the cleanliness and appearance of the local environment*
- *Reduce crime and antisocial behaviour, and increase feelings of safety in our communities*
- *Reduce levels of deprivation in target areas and remove barriers to social mobility across the district*
- *Improve the health and wellbeing of local residents, with a particular focus on narrowing the gap in healthy life expectancy and other health outcomes*
- *Increase participation with the Council and within local communities*

With the objective to

- *Accelerate the supply of new homes including associated facilities;*

With the supporting action of

Direct delivery of homes:

- Progressing implementation of Yorke Drive regeneration scheme;

8.0 RECOMMENDATION(S)

That progress on the delivery of the Yorke Drive Regeneration Project is noted.

Reason for Recommendation(s)

To keep Homes and Community Committee apprised of progress.

Background Papers

Nil

For further information please contact Cara Clarkson on Ext 5923

Suzanne Shead

Director of Housing, Health and Wellbeing

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

HOMES & COMMUNITIES REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2021 AS AT 30 NOVEMBER 2020

1.0 Purpose of Report

1.1 This report compares the Revised Budgets for the period ending 31 March 2021 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on eight months' performance information on the Council's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Housing Revenue Account (HRA)
- Capital Programme

1.2 It was requested by Members at the Policy & Finance Committee during February 2020 that reports were presented to individual Committees, for noting, for them to understand the financial position of their Committee.

2.0 Background Information

General Fund Performance

2.1 Attached is the Policy & Finance report to be tabled at 21 January Committee which details the forecast financial position to 31 March 2021 of the Council as at 30 November 2020.

2.2 The current position for the Council is a variance of between £0.078m (unfavourable) and £(0.022)m (favourable). This is prior to any return funding from the Nottinghamshire Business Rates Pool, for which S151 Officers across the County are working to review the position.

2.3 The forecast outturn position for the Homes and Communities Committee is a favourable variance of £0.049m. The main reasons for this variance are in **Appendix A** of the attached Policy and Finance Committee report.

2.4 It should be noted that the projected outturn variances are still somewhat indicative, and that these will become more accurate in subsequent months, as officers continue to refine budgets and forecasts in light of the latest information available.

HRA Performance

2.5 The current forecast position for the HRA is a favourable variance of £2.042m. The table at paragraph 3.22 identifies the reasons for the variance. Paragraphs 3.15 through to 3.22 give further details regarding the HRA forecast performance, including the current level of efficiencies generated through the re-integration of the housing service.

3.0 Financial Implications (FIN20-21/1219)

3.1 The financial implications are all contained within the report to Policy & Finance Committee 21 January which is attached to this report.

4.0 RECOMMENDATION

That the contents of this report be noted.

Reason for Recommendation

To inform Members of the proposed forecast outturn position for the Homes and Communities Committee as at 30 November 2020.

Background Papers

Nil

For further information please contact Nick Wilson, Business Manager – Financial Services on Ext. 5317

Sanjiv Kohli
Deputy Chief Executive, Director - Resources and Section 151 Officer

POLICY & FINANCE COMMITTEE

21 JANUARY 2021

GENERAL FUND, HOUSING REVENUE ACCOUNT (HRA) AND CAPITAL PROJECTED OUTTURN REPORT TO 31 MARCH 2021 AS AT 30 NOVEMBER 2020

1.0 Purpose of Report

1.1 This report compares the Revised Budgets for the period ending 31 March 2021 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on eight months' performance information on the Council's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Housing Revenue Account (HRA)
- Capital Programme

2.0 Background Information

2.1 The Council's Constitution states that the Section 151 Officer shall present to the Policy & Finance Committee, at least twice in each financial year, budgetary control statements showing performance against the approved estimates of revenue expenditure and income. The appropriate Chief Officer will report on any major variances from planned budget performance.

2.2 Where it appears that the amount included under any head of the approved budget is likely to be exceeded or the budgeted amount of income under any head is unlikely to be reached then Business Managers are required to find savings elsewhere in their budget. In circumstances where savings cannot be identified it will be necessary to consult with the Section 151 Officer and ultimately take a report to the Policy & Finance Committee.

3.0 Proposals

Overview of General Fund Revenue Projected Outturn for 2020/21

3.1 The accounts show a projected unfavourable variance against the revised budget of £0.942m on Service budgets, with an overall unfavourable variance of £0.478m as shown in the table below. This is based on meetings which took place with Business Managers in mid-December, therefore does not account for changes in expenditure/income resulting from Newark and Sherwood being in the Very High (tier 3) Local COVID Alert Level (LCAL) between 02/12/2020 – 30/12/2020, nor the Stay at Home (tier 4) LCAL from 31/12/2020.

	Original Budget £'m	Revised Budget £'m	Projected Outturn £'m	Variance £'m
Economic Development	1.724	2.261	2.894	0.632
Homes & Communities	2.418	2.501	2.452	(0.049)
Leisure & Environment	3.759	3.587	3.829	0.242
Policy & Finance	4.280	6.406	6.524	0.117
Net Cost of Services	12.182	14.756	15.698	0.942

Other Operating Expenditure	3.904	29.105	29.005	(0.100)
Finance & Investment Income/Expenditure	(0.009)	(0.264)	(0.144)	0.120
Taxation & Non-Specific Grant Income	(19.714)	(46.469)	(47.160)	(0.691)
Net Cost of Council Expenditure	(3.638)	(2.872)	(2.601)	0.271
Transfer to/(from) Usable Reserves	3.082	2.316	2.523	0.207
Transfer to/(from) Unusable Reserves	0.556	0.556	0.556	0.000
Transfer to/(from) General Reserves	0.000	0.000	(0.478)	(0.478)

3.2 As can be seen from the table above there are variances projected in service areas and other budgets. Looking at the underlying trends, the detailed variances by Committee can be further summarised and these are shown at **Appendix A**.

3.3 Service Budgets managed by the Business Managers is currently predicting an unfavourable variance of £0.942m and represents 6.4% of the total service budgets.

3.4 The main reason for a projected unfavourable variance of £0.942m against service budgets is because the council predicts to receive £1.719m less income from sales, fees and charges (SFC) than budgeted for. The council estimates that it will be able to claim between £0.400m and £0.500m from the government in compensation for lost SFC income. This would reduce the projected overall unfavourable variance of £0.478m to between £0.078m and a favourable variance of £0.022m.

Projected overall unfavourable variance (before compensation)	£0.478m
Estimated compensation for lost sales, fees and charges income	£(0.400)m - £(0.500)m
Projected overall variance (after compensation)	£0.078m - £(0.022)m

3.5 As the premise of the Income Support Scheme is based on net losses to the Council, this means that the Council must seek to reduce spend where appropriate in order to mitigate losses. Three claims must be made, each based on four-month tranches. £0.384m was claimed for in total as part of the first two tranches, based on £0.647m of total lost income being declared. The £0.183m claimed for as part of tranche 1 (April 2020 – July 2020) was received in December 2020. There will be a reconciliation process at year-end as part of the final tranche 3 claim.

3.6 The Nottinghamshire Business Rates Pool may also return some funding to the council for 2020/21, though it cannot currently be quantified how much this may be, as it is based on the non-domestic rates (NDR, or 'business rates') income received by all authorities within the pool. Officers across Nottinghamshire are working to review the position, albeit this will be difficult to predict as the landscape for businesses is currently so volatile. Nottinghamshire S151 officers keep this under review during the year to assess the latest information collated across the County. This will then be fed into future forecast outturn reports.

3.7 Non-Service expenditure is expected to have a favourable variance against the revised budget of £0.671m. The £0.120m unfavourable variance against Finance & Investment Income/Expenditure primarily relates to the reduction in forecast investment interest income being more than the reduction in forecast interest spend.

- 3.8 The £0.791m variance across the Other Operating Expenditure and Taxation & Non-Specific Grant Income lines relates to the following additional grant income that the council has received that was not budgeted for and/or is not expected to be fully spent:

Grant	£'m
COVID-19: emergency funding for local government tranche 4 allocation	0.338
Administration of the Small Business Grant Fund; Retail, Hospitality and Leisure Grant Fund; and Local Authority Discretionary Grant Fund (£0.170m + £0.077m)	0.247
Allocation of Additional Restrictions Grant towards Business Support	0.100
Local Authority Compliance and Enforcement Grant	0.056
Administration of the COVID-19 Test and Trace Support Payments	0.026
Administration of the Council Tax Hardship Fund	0.023
	0.791

- 3.9 In the report to this Committee on 26/11/2020, the overall unfavourable variance of £1.094m assumed that the tranche 4 COVID allocation of £0.338m from Ministry of Housing, Communities and Local Government (MHCLG) would be transferred to reserves, and that the £0.170m funding to administer the Small Business Grant Fund and Retail, Hospitality and Leisure Grant Fund would be used on the costs of administering these grants. It is now proposed that, in addition to the £0.170m, to use the £0.338m tranche 4 allocation and £0.077m funding received to administer the Local Authority Discretionary Grant Fund to mitigate the overall unfavourable variance on the General Fund in 2020/21. It is anticipated that the use of these grants (£0.585m), together with the Income Support Scheme funding, will result in the GF being balanced at year-end.
- 3.10 The variance in relation to the remaining grants (£0.207m) is currently forecasted to be transferred to reserves, as per the 'Variance' on the 'Transfer to/(from) Usable Reserves' line. The £0.100m allocation of the Additional Restrictions Grant towards business support relates to a business resilience initiative proposed by the Business Manager – Economic Growth, and is being transferred to reserves in order to be spent during 2021/22. Where the remaining funds are needed throughout the year for additional spend, they will be allocated and a reduced amount forecasted to be transferred to reserves.
- 3.11 The council is also aware that it will receive further funding, such as for COVID compliance and contact tracing from Nottinghamshire County Council, based on defrayed expenditure. The allocation of this is £0.248m and Finance officers are currently working with other BM's in order to allocate this funding.
- 3.12 It should be noted that the projected outturn variances are still somewhat indicative, and that these will become more accurate in subsequent months, as officers continue to refine budgets and forecasts in light of the latest information available.
- 3.13 The council has received £1.821m grant funding from MHCLG for additional COVID-19 related cost pressures over four tranches. Additional costs the Council has incurred due to COVID have been borne centrally rather than by individual services for transparency/clarity, and so as to not overstate 2020/21 spend on mainstream services.
- 3.14 Each year, the government announces which reliefs that business rate payers will be eligible for, and how much grant it will compensate councils with for income councils can no longer directly receive from businesses (because of the aforementioned business rate reliefs). Prior

to 2020/21, the council has typically received around £2m annually in compensation grant. In 2020/21, because of the Expanded Retail Discount, the council will receive more than £18m in compensation grant. Though the grant relates to the Collection Fund, accounting regulations require it to be paid into the General Fund. There will therefore be a large deficit in the council's Collection Fund at year-end, and, conversely, a large surplus in its General Fund which will need to be transferred to reserves to pay for the Collection Fund deficit. MHCLG are developing guidance for local authorities on the appropriate accounting arrangements.

Overview of Projected Housing Revenue Account (HRA) Outturn for 2020/21

- 3.15 With reference to the 'Variance' column in the table below, the HRA accounts show a projected favourable variance against the revised budget of £2.042m as follows:

	Original Budget £'m	Revised Budget £'m	Projected Outturn £'m	Variance £'m
Expenditure	17.508	17.354	15.683	(1.670)
Income	(24.255)	(24.100)	(24.467)	(0.367)
Net Cost of HRA Services	(6.746)	(6.746)	(8.796)	(2.037)
Other Operating Expenditure	0.489	0.033	0.033	0.000
Finance & Investment Income/Expenditure	3.789	3.789	3.783	(0.006)
Taxation & Non Specific Grant Income	(0.520)	(0.520)	(0.520)	0.000
(Surplus)/Deficit on HRA Services	(2.989)	(3.445)	(5.487)	(2.042)
Movements in Reserves				
Transfer to/(from) Usable Reserves	1.628	1.628	2.233	0.605
Transfer to/(from) Unusable Reserves	(6.581)	(6.581)	(6.546)	0.035
Transfer to Major Repairs Reserve	7.942	8.398	9.801	1.402
Total	0.000	0.000	0.000	0.000

- 3.16 This is the first full financial year in which the budget integrates all expenditure and income that Newark and Sherwood Homes Ltd used to formally manage on the council's behalf.
- 3.17 Since February 2020, officers have been working with budget holders in the Housing, Health and Wellbeing directorate to assess the resources required to manage the council's social housing stock.
- 3.18 A report by Savills in 2018/19 identified the potential for the council to realise £0.950m in savings from reintegrating social housing management services back in-house. Officers have currently identified £1.053m in savings through the deletion of vacant posts and surplus resources within services. £0.362m of this has been reinvested, largely in new posts such as the Director of Housing, Health and Wellbeing's post and the Business Manager posts to be appointed to.
- 3.19 An annual £0.691m is therefore available from savings generated by the reintegration that can be reinvested into the council's social housing management services. It is currently assumed that another £0.051m will be used during the remainder of this financial year.

3.20 Due to the current pandemic, the plans identified within the report tabled at the Policy & Finance Committee during April 2020 have not yet been realised and hence the £0.691m above remains unallocated. Proposals to reinvest the efficiencies will be put forward to the Homes and Communities Committee for consideration and approval. These proposals will be a mixture between reoccurring investment and one-off initiatives. Once agreed these will be built into the base HRA financial Business Plan.

3.21 The projected outturn for the year is a net transfer to reserves of £2.042m. The prudent level of reserve set on the HRA working balance is still £2m which would remain constant. As proposed in the table above, the favourable variance identified from the efficiencies generated as a result of reintegrating the housing service would be allocated into a strategic revenue reserve (£0.640m), with the balance of the surplus (£1.402m) then to be transferred into the Major Repairs Reserve to finance future capital expenditure.

3.22 The main reasons for the projected favourable outturn variance of £2.042m are:

Services: a significant number of posts temporarily vacant	(0.725)
Efficiencies: net efficiencies generated from bringing housing management services back into the council	(0.640)
Anticipated additional rental income	(0.441)
Favourable variances on utilities, postage, telephones and training	(0.202)
Other variances	(0.034)
Total	(2.042)

Overview of Projected Capital Outturn 2020/21

3.23 The table below summarises the position for the Capital Programme to the end of November 2020 and is split between General Fund and Housing Revenue Account.

	Revised Approved Budget £'m	Revised budget updated for Approval £'m	Actual Spend to November 2020 £'m	Forecast Outturn £'m
General Fund	33.816	14.382	2.962	14.382
HRA	24.429	21.524	7.823	21.039
Total	58.245	35.906	10.785	35.421

3.24 Actual spend to date has been significantly lower than previous years as a proportion of the budget, mainly due to COVID-19 and the subsequent lockdown period. However, much of the spend has started to catch up. As per below a large amount of budget is being profiled to next financial year, though this isn't only due to delays caused by COVID. The HRA investment programme is expecting a favourable variance of **-£0.485m** at this point in time.

3.25 As projects are developed and spending commitments are made, budget requirements can change. It is a requirement that Policy & Finance Committee approve all variations to the Capital Programme. Following the meeting of 26 November 2020, the total approved budget was £58.245m. The additions and amendments that now require approval are detailed in **Appendix C** and summarised as follows:

Additions/Reductions	£0.137m
Reprofiles	-£22.477m
Total	-£22.340m

- 3.26 If these variations are approved, then the revised budget will be reduced to £35.906m. A more detailed breakdown at scheme level, including some comments on projects progress, can be found at **Appendices D** (General Fund) and **E** (HRA).

Capital Programme Resources

- 3.27 The Capital resources available to the Council are not static. Capital receipts are generated throughout the year, additional grants and contributions are paid to the Council, and borrowing may be increased to fund some projects.
- 3.28 In summary, the revised budget of £35.906m will be financed as follows, with every attempt to minimise the impact on the Council's revenue budget:

	General Fund £'m	HRA £'m	Total £'m
Borrowing	5.869	6.572	12.441
External Grants & Contributions	3.539	0.830	4.369
Capital Receipts	0.897	4.079	4.976
Community Infrastructure Levy	0.620	0.000	0.620
Revenue Contributions	3.457	10.043	13.500
Total	14.382	21.524	35.906

Capital Receipts

- 3.28 The Council has been successful in securing a number of capital receipts for both general fund and HRA in previous years, and continues to do so. The current level of capital receipts is detailed in the table below:

	General Fund £'m	HRA Receipts £'m	HRA 1-4-1 Receipts £'m	Total £'m
Balance at 1st April 2020	1.209	2.440	1.805	5.454
Received up to end of November 2020	0.000	0.708	0.472	1.180
Estimated receipts for remainder of the financial year	0.102	0.500	0.215	0.817
Approved for financing	0.897	1.989	2.090	4.976
Available Capital receipts balance at 31 March 2021	0.202	1.659	0.402	2.263
Estimated Receipts 2021/22 - 2023/24	2.472	1.000	2.437	5.909
Approved for Financing 2021/22 - 2023/24	2.875	1.924	1.761	6.560
Estimated Uncommitted Balance	0.011	0.735	1.078	1.824

3.29 The RTB receipts for Replacement Homes (known as 1-4-1 Receipts) are retained through a RTB agreement. Under the terms of that agreement, the RTB receipts have to be spent on new supply of affordable housing within three years of arising, or have to be returned to the government with penalty interest payable. In light of the impact of COVID-19 on the construction industry, MHCLG has temporarily extended the deadline by which certain RTB receipts must be spent by. The original deadline to spend these receipts by 30 June 2020 has twice been extended: first to 31 December 2020, and now to 31 March 2021.

4.0 Financial Implications (FIN20-21/6996)

4.1 All of the financial implications are set out in the body of the report.

4.2 As per paragraph 3.21 the HRA is currently predicting an additional transfer of £1.402m to the Major Repairs Reserve.

4.3 With regard to the General Fund revenue outturn, the variance of between £0.078m (unfavourable) and £(0.022)m (favourable) represents a variance of less than 1% of the overall General Fund budget.

4.4 With regard to capital, any savings on projects will be assessed and used to meet additional demands, or to fund the Council's Capital Programme in future years.

5.0 RECOMMENDATIONS that:

(a) the General Fund projected unfavourable outturn variance of between £0.078m (unfavourable) and £(0.022)m (favourable) be noted;

(b) the Housing Revenue Account projected favourable outturn variance of £2.042m be noted;

(c) the variations to the Capital Programme at Appendix C be approved; and

(d) the Capital Programme revised budget and financing of £35.906m be approved.

Reason for Recommendations

To update Members with the forecast outturn position for the 2020/21 financial year.

Background Papers

General Fund Monitoring Reports to 30 November 2020

Capital Financing Monitoring Reports to 30 November 2020

For further information please contact: Nick Wilson, Business Manager - Financial Services on Ext. 5317; Mohammed Sarodia, Assistant Business Manager - Financial Services on Ext. 5537; or Jenna Norton, Accountant on Ext. 5327

Sanjiv Kohli

Deputy Chief Executive, Director - Resources and Section 151 Officer

General Fund (GF) Revenue Outturn Variance Analysis by Committee as at 30 September 2020

Favourable variances are bracketed and in red - £(0.123)m. Unfavourable variances are in black - £0.123m.

Economic Development - £0.632m	£'m
Heritage & Culture: reduced income, largely offset by reduced expenditure and additional grant income	0.032
Land Charges: reduced income, due to increase use of Environmental Information Regulations (EIR) requests for free search information, partly offset by increasing number of customers	0.026
Promotion of Tourism: less spend on market research, video production and search engine optimisation	(0.017)
Growth/Technical Support: vacant post	(0.014)
Development Management: vacant posts and increased income, largely from a large solar farm application	(0.209)
Planning Policy: reduced staffing spend due to a restructure not being implemented	(0.011)
Building Control: furloughed staff	(0.016)
Newark Beacon: reduced income, largely from workshop rents, catering and hire charges, and small increases in repairs and maintenance spend, partly offset by less supplies and services and NDR spend	0.132
Buttermarket: reduced income, largely because of rent reductions for existing tenants and first floor currently unoccupied	0.032
Former M&S Building: non-domestic rates (NDR) payable for the year due to change in budgeted assumptions	0.081
Surface Car Parks Newark: reduced income, slightly offset by reduced costs of rent and security services	0.607
Newark Lorry Park: reduced income, largely from rent allowances and change in budgeted assumptions, partly offset by over-budgeting of NDR payable.	0.021
Other small variances	(0.032)
Total	0.632
Homes & Communities - £(0.049)m	£'m
Private Sector Speech Call: increased income because of an increase in customer demand	(0.023)
Strategic Housing: vacant posts slightly offset by unbudgeted housing needs assessment spend	(0.052)
Customer Services: vacant posts	(0.028)
Licensing: reduced income, largely from temporary event notices and vehicle licensing	0.013
CCTV: reduced income due to invoice dispute	0.011
Other small variances	0.030
Total	(0.049)
Leisure & Environment - £0.242m	£'m
Waste & Recycling: greater than expected increase in number of garden waste collection customers, partly offset by increase in purchase of garden waste bins; reduced income from waste disposal, partly offset by reduced payment to Nottinghamshire County Council; and reduced income from trade refuse, partly offset by increased income from recycling	(0.010)
Street Scene Street Cleansing: budgeted cost of restructured service more than required	(0.030)
Environmental Health: vacant posts and reduced spend on mileage, partly offset by reduced income such as from licence and registration fees	(0.067)
Newark Livestock Market: largely due to reduced income, because financial performance of 2019-20 tenant worse than expected and no rent expected for 2020-21 or to be recovered related to previous years	0.378
Vehicle Pool and Workshop: reduced fuel and tyre costs largely offset by increased materials costs on older vehicles; and reduced income such as from MOT's	(0.001)
Other small variances	(0.028)
Total	0.242
Policy & Finance - £0.117m	£'m
Elections and Democratic Services: mainly reduced spend on canvasser salaries, mileage and chauffeur services	(0.025)
Senior Leadership Team: vacant corporate projects manager and capital projects manager posts	(0.043)
Transformation & Communications: vacant posts	(0.045)
Administration Services: vacant posts	(0.049)
Rent Allowances/Rent Rebates: based on mid-year submission to Department for Work and Pensions (DWP)	0.129
Revenues & Benefits: additional unbudgeted grant income	(0.072)
Castle House: reduced income, largely from partners for cost of desk hire, partly offset by reduced spend on security, refreshments and catering	0.092
Corporate Property: vacant posts, and surveyors appointed at lower rates than budgeted	(0.130)
Coronavirus Costs: because budget for Housing Revenue Account (HRA) bad debt not expected to be required and less than budgeted spend for working from home (WFH) audits - see Appendix B	(0.130)
£400,000 saving budgeted for in-year vacancies council-wide (3.5% of total salaries plus oncosts budget)	0.400
Income Section: delayed recruitment to sundry debtor officer post	(0.011)
Risk Management: vacant post filled by temporary worker	0.012
Non-Distributed Costs: higher than anticipated one-off pension strain costs for employees who retired	0.015
Other small variances	(0.026)
Total	0.117
	0.942

Comparison of budgeted and forecasted 2020/21 use of £1.483m Coronavirus-related government grants

Service	Budgeted use of £1.483m (£m)	Forecasted use of £1.483m (£m)	Variance (£m)
Contribution towards Lorry Park Showers	0.035	0.037	0.002
Additional costs for Waste Management	0.155	0.148	(0.007)
Additional costs for Revenues and Benefits	0.012	0.014	0.002
Rough sleepers	0.010	0.012	0.001
ICT upgrades	0.010	0.010	0.000
Various safety checks	0.011	0.011	0.000
Hand wash & wipes	0.021	0.012	(0.009)
Face masks	0.001	0.003	0.002
Signs	0.004	0.006	0.002
Miscellaneous	0.011	0.022	0.011
Additional cleaning	0.062	0.034	(0.027)
Reintegration to Castle House for officers' information pack	0.001	0.001	0.000
Additional lanyards	0.000	0.000	0.000
Letter to residents within the District that were shielding	0.008	0.008	(0.000)
Queue barriers	0.001	0.001	0.000
Sneeze screens	0.019	0.017	(0.002)
Movement of urinals and boiler	0.000	0.000	0.000
Blidworth Leisure Centre safety shutdown	0.000	0.000	0.000
Additional security	0.017	0.029	0.012
Additional risk assessments	0.014	0.014	0.000
Void Housing Revenue Account (HRA) properties	0.012	0.000	(0.012)
Beacon drop-in centre	0.005	0.005	0.000
Hire of vehicles	0.018	0.015	(0.003)
Temperature equipment	0.004	0.004	0.000
Humanitarian Assistance Response Team (HART)	0.025	0.017	(0.008)
Reopening High Streets Safely Fund	0.025	0.025	0.000
Working from home (WFH) audits	0.075	0.030	(0.045)
Contribution to Active4Today	0.490	0.490	0.000
Buying back annual leave from employees	0.050	0.050	0.000
Air handling unit	0.002	0.005	0.003
Banners/communications materials	0.007	0.007	0.000
Post-payment assurance work re: Business Grants	0.004	0.004	0.000
Allocation towards GF bad debt provision	0.100	0.100	0.000
Allocation towards HRA bad debt provision	0.100	0.000	(0.100)
Contribution towards service unfavourable variance	0.160	0.160	0.000
Listening Line (Check & Chat)	0.013	0.013	0.000
Spend to be reallocated to services above	0.000	0.045	0.045
Total	1.483	1.348	(0.134)

General Fund Additions

Project	Capital Description	Additions / Reductions 20-21 £m	Comments
TB2253	Vehicles & Plant	0.111	£46k due to a change in one of the vehicles in the fleet, but 100% financed by part exchange. £65k due to one of the vehicles (which was due for replacement and budgeted to buy second hand) originally being used very infrequently, however, since the launch of the "Not in Newark & Sherwood" campaign the vehicle is now being used constantly and a newer vehicle is required. This additional budget is over 85% financed by sales of old vehicles recently disposed of.
TF6809	Fairholme Park Conversion to Mains Gas	0.026	Funding increase approved due to more full heating replacements than originally estimated.
Total General Fund Additions/Reductions		0.137	

HRA Additions/Reductions

Project	Capital Description	Additions / Reductions 20-21 £m	Comments
SA1061	Phase 3 Cluster 1 Stand Alone	0.056	Revise budgets within existing approvals for Phase 3 to fit in with agreed construction costs.
SA1062	Phase 3 Cluster 2 Various	0.040	
SA1063	Phase 3 Cluster 3	0.171	
SA1064	Phase 3 Cluster 4	-0.267	Set up 1st cluster of phase 4
SA1070	Phase 4	-0.700	
SA1071	Phase 4 Cluster 1 Fire Station	0.700	
Total HRA Additions/Reductions		0.000	
Total Additional/Reductions		0.137	

General Fund - Reprofiting

Project	Capital Description	Additions / Reductions 20-21 £m	Comments
TA1216	Dukeries New Pool	(0.742)	Following review of the cash flow and the date for Practical Completion, move budget to 2021/21.
TA1217	Southwell Leisure Centre Improvements	(1.500)	Scheme won't be ready in 2020/21, re-profile to 2021/22.
TA3053	Museum Improvements	(0.212)	Impacted by Tudor Hall work and COVID. Delivery due in 21/22.
TB3154	Castle Gatehouse Project	(4.025)	Waiting on the outcome of the Towns Fund announcement.

Project	Capital Description	Additions / Reductions 20-21 £m	Comments
TC3131	Extension to London Road Car Park	(0.107)	Update report on January P&F agenda. Re-profile to 2021/22.
TC3135	Works to the Buttermarket	(0.695)	Update report to ED in January 2021. Re-profile to 2021/22.
TF3228	Homeless Hostel	(0.880)	Re-profile to 2021/22 in line with current estimated work programme.
TG1003	Housing Regeneration Loan Facility	(11.410)	Re-profile to 2021/22 in line with Arkwood Developments current estimated work programme.
Total General Fund Re profiling		(19.571)	

HRA - Reprofiting

Project	Capital Description	Additions / Reductions 20-21 £m	Comments
S95253	Play Areas	-0.020	HRA investment in Play areas to be re-profiled to 2021/22 to enable upgrade and additional equipment to start in April 2021.
SA1031	HRA Site Acquisition	-1.259	Sites currently on the list for acquisition are unlikely to come into Council ownership prior to April 2021, therefore re-profile to 2021/22.
SA1048	Boughton Extra Care	0.600	Revised the profile of the budget, therefore £600k required from 2021/22 in line with current work programme and Practical Completion of the build.
SA1064	Phase 3 Cluster 4	-1.227	Re-profile budget to 2021/22 in line with expected start on site dates for the final cluster of phase 3.
SA1070	Phase 4	-1.000	Re-profile budget to 2021/22 in line with expected start on site dates for phase 4.
Total HRA Re profiling		-2.906	
Total Re profiling		-22.477	
Total Variations		-22.340	

General Fund - Spend against budget - Estimated in year

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
TA3053	Museum Improvements	C Coulton-Jones	211,808	0	0	62,967	-62,967	0		07.08.20 now have visitor research report - final phase of improvements inc installation into tudor attic. Impacted by Tudor Hall scheme below and all on hold due to COVID. 09.12.20 impacted by Tudor Hall work and COVID. Delivery 21/22. reprofile the budget
TA3056	NCWC Tudor Hall	C Coulton-Jones	200,000	200,000	0	0	200,000	200,000		07.08.20 currently obtaining quotes. 09.12.20 quotes back over budget, conversations taking place with previous contractors to split costs.
TB3144	Play Area Resurfacing	C Coulton-Jones	81,150	81,150	0	0	81,150	81,150		16.10.20 added following capital budget bid process to ensure timing of resurfacing fits in with most suitable time to carry out the work.
TB3154	Castle Gatehouse Project	C Coulton-Jones	4,025,150	0	0	0	0	0		09.12.20 awaiting news on Towns Fund, reprofiled to 2021/22.
TB3160	Castle Electrical Upgrade & Fire Alarm	C Coulton-Jones	85,000	85,000	0	0	85,000	85,000		09.12.20 tenders back in excess of budget. conversations taking place over value engineering.
TB6161	S106 Vicar Water Play Area Improvements	A Kirk	38,296	38,296	38,296	0	0	38,296		07.08.20 scheme nearly complete. 16.10.20 Scheme Complete
TC3130	Lorry Park Shower Upgrade	R Churchill	45,400	45,400	38,000	0	7,400	45,400		07.08.20 urgency item during August to increase the budget in order to provide additional showers to make site COVID-secure. 09.12.20 all in an operational.
TC3131	Extension to London Road Car Park	N Cuttell	107,407	0	0	0	0	0		07.08.20 scheme currently on hold. 09.12.20 Report on same agenda. Reprofile to 2021/22
TC3134	Works to SFACC	R Churchill	23,560	23,560	-31,697	18,461	36,796	23,560	-0	07.08.20 Robert to look into the works that are required for phase 2. 09.12.20 reviewing phase 2 works required.
TC3135	Works to Buttermarket	P Preece	870,053	175,000	158,102	16,373	524	175,000	-0	07.08.20 Ground Floor work to be completed by the end of October. Then revisit First Floor PID. 09.20.12 ED report in Jan with options for 2nd floor.
TC3139	Appletongate Resurfacing	B Rawlinson	27,060	27,060	0	27,057	0	27,057	-3	16.10.20 urgency item to arrange work before winter to avoid damage from cold weather. 09.12.20 works complete. Came in on budget.
	Economic Development Committee		5,714,884	675,466	202,701	124,858	347,903	675,462	-4	
TA2210	Purchase of Alms Houses	L Monger	704,000	704,000	0	0	704,000	704,000	0	09.12.20 purchase underway.
TA3097	Yorke Drive Regeneration and Community Facility	C Clarkson	130,000	130,000	0	0	130,000	130,000	0	10.08.20 Heads of terms and consultants appointment to deliver enabling works agreed. 09.12.20 start on site Jun 2021.
TA3286	Information Technology Investment	D Richardson	576,330	576,330	284,051	67,178	225,102	576,330	0	09.12.20 laptops/desktop replacement complete. Telephony replacement programme underway, going live on 16 Dec. Website project moved to new hosted platform. Awaiting invoices.
TF2000	CCTV Replacement Programme	A Batty	150,500	150,500	0	0	150,500	150,500	0	09.12.20 working with Wellend on tender, will be complete by end of March.
TF3221	Southwell Flood Mitigation	A Batty	453,421	453,421	0	0	453,421	453,421	0	09.12.20 waiting for an invoice from NCC.

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
TF3227	Lowdham Flood Alleviation	A Batty	0	0	0	0	0	0	0	16/10/20 Lowdham professional partners update set out the programme for flood alleviation works and our contribution is now required in 2022/23. 09.12.20 reprofile budget - scheme changed so more consultation to be carried out.
TF3228	Homeless Hostel	L Monger	1,000,000	120,000	11,213	90,895	17,893	120,001	1	07.08.20 need to reprofile budget. went our for expression of interest in April and wasn't a great response - so further work to be carried out. start on site could be early 2021. 14.10.20 Feasibility and outline designs with outline planning currently being progressed and procurement for main contract due to commence January 2021. Will review budget profile in Q3.
TF3229	Bicycle Storage - Safer Neighbourhoods	A. Batty	34,000	34,000	0	0	34,000	34,000	0	24.09.20 Safer Neighbourhoods Funding 16.10.20 Discussions taking place around types of storage. 09.12.20 work progressing. Will claim back from grant fund once spent.
TF6011	Private Sector Disabled Facilities Grants	A Batty	761,782	761,782	161,101	13,851	586,830	761,782	-0	16/10/20 26 completions to date and 23 approved, waiting to start on site and 29 referrals being worked on. Unlikely to spend the full year budget, but will review in Q3. 09.12.20 behind on programme due to COVID as rely on referrals which have come through slower to date. Projecte to spend > £500k. additional funding recently announced of £137k with agreement to roll forward any unspent.
TF6012	Discretionary Disabled Facilities Grants	A Batty	140,000	140,000	41,785	0	98,215	140,000	-0	14.09.20 Grants offer from DEFRA up to £5k per household for flood mitigation. Expected around 100 households. Will review budget each quarter. 16.10.20 Applications are starting to come through and inspections are taking place. 09.12.20 currently administering grants. made payments to 9 households so far.
TF6020	Flood Grants - 2020 - 2022	A Batty	250,000	250,000	28,819	0	221,181	250,000	-0	12.08.20 since the beginning of the financial year, only emergency work is being carried out until the recovery group approve restarting business as usual. Currently £33k committed for urgent work. Revisit the budget and potential rephasing in Q2.
TF6807	Warm Homes on Prescription	L Monger	179,939	179,939	20,882	23,650	135,407	179,939	0	12.08.20 44 Gas connections completed and home surveys delayed due to COVID but have recommenced in August. Invoices expected following completion of work. 18.12.20 additional funding agreed. Budget increased to reflect. First instalment of funding due any time, to be handed over soon after receipt
TF6809	Fairholme Park (Ollerton) Conversion to Mains Gas	L Monger	97,488	123,130	0	0	123,130	123,130	0	
	Homes & Communities Committee		4,477,461	3,623,103	547,850	195,574	2,879,679	3,623,103	0	
TA1216	Dukeries LC New Pool	A Hardy	2,928,852	2,187,000	323,403	1,724,819	138,779	2,187,000	0	07.08.20 start on site due 1.9.20. 16.10.20 work started and progressing well, with regular site meetings. 09.12.20 scheme progressing well. Expected to finish on time. Looking to draw down SE grant prior to March 21.
TA1217	Southwell Leisure Centre Improvements	A Hardy	1,500,000	0	0	0	0	0	0	07.08.20 conversations are taking place with SLCT with a view to an update report to P&F. Feasibility and business case to do.
TA1219	S106 - Blidworth LC Steam & Sauna Facility	R Churchill	23,754	23,754	20,221	0	3,533	23,754	-0	07.08.20 Scheme is complete, snags to do. 09.12.20 scheme signed off. All invoices paid.
TA1220	Vehicular Access Control at Newark Sports and Fitness Centre	R Churchill	16,680	16,680	0	0	16,680	16,680	0	15.09.20 Installation of security barrier on Lord Hawke Way to control unauthorised access to Newark Sports & Fitness Centre. 09.12.20 all work now complete.
TB2253	Vehicles & Plant (NSDC)	A Kirk	1,079,010	1,190,010	92,197	555,461	542,352	1,190,010	0	07.08.20 most of the vehicles in the replacement programme are on order.

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
TB6153	Cricket Facilities Kelham Rd - S106	A Hardy	0	0	0	0	0	0	0	
TB6154	S106 Community Facilities Provision Community & Activity Village	A Hardy	156,183	156,183	0	0	156,183	156,183	0	07.08.20 paybale on commencement of phase due, due October 20. 09.12.20 YMCA waiting on Towns Fund announcement. Commencement imminent.
TB6162	Loan to Newark Academy	A Hardy	240,000	240,000	0	0	240,000	240,000	0	07.08.20 school unable to accept the loan. Need to seek alternative. 09.12.20 alternative arrangement due to be reported to Jan P&F.
TB6163	S106 Community Facilities Provision Clipstone Welfare	A Hardy	66,385	66,385	0	0	66,385	66,385	0	09.12.20 money paid.
TC3136	Climate Change	M Finch/R Churchill	30,000	30,000	0	0	30,000	30,000	0	17.12.20 action plan agreed at Council this week.
TC3137	Brunel Drive Door Entry System	A Kirk	42,227	42,227	30,029	1,395	10,803	42,227	0	07.08.20 fire alarms still to be completed, will be complete by early September. 09.12.20 work complete.
	Leisure & Environment Committee		6,083,091	3,952,239	465,849	2,281,675	1,204,715	3,952,240	0	
TC1000	New Council Offices	R Churchill	286,025	286,025	151,826	15,375	118,824	286,025	0	07.08.20 final retention release due during August. 09.12.20 final retention released to RG, Asset Mgt to check with Gleeds what retention is owed.
TC2000	Land Acquisition	R Churchill	1,090,760	1,090,760	0	0	1,090,760	1,090,760	0	07.08.20 transactions are progressing.
TC3016	Legionella Remedial Works	R Churchill	133,412	133,412	27,707	58,186	47,520	133,413	0	07.08.20 scheme due for completion by 1st October 09.12.20 new legionella compliance company reviewing assessments. 90% of the work is complete, all complete by end of Feb 21.
TC3138	Lord Hawke Way Remedial Work & Bond	R Churchill	384,150	384,150	24	0	384,126	384,150	0	07.08.20 Edward to check remedial work required 09.12.20 bond will be paid once sewers have been adopted - waiting on Severn Trent.
TG1002	Contribution to Robin Hood Hotel	R Churchill	2,591,610	2,591,610	1,559,209	0	1,032,401	2,591,610	0	07.08.20 back on site now following lockdown. Due to reach PC in Feb 2021 09.12.20 scheme on track for completion in Feb.
TG1003	Housing Regeneration Loan Facility	N Wilson	11,409,849	0	0	0	0	0	0	09.12.20 on review of cash flow, Arkwood is unlikely to require any of the loan in the current financial year. Reprofile.
TI1001	Joesph Whittaker School Contribution	M Norton	620,000	620,000	0	0	620,000	620,000	0	09.12.20 received confirmation from NCC in November. Academy now entered into a construction contract.
TT	Towns Fund	M Lamb	1,025,000	1,025,000	9,138	17,327	998,536	1,025,000	0	09.12.20 Stodman Street - architect and design team appointed with a view to submitting a planning application in March. Construction College - contractor appointed and significant progress made on defrayment of exp on build by the end of March. Cycle Infrastructure scheme conversations have started to progress the scheme. Newark Gateway - recently added phased over 2020/21 and 2021/22 - working up scheme to submit outline planning app around Feb.
	Policy & Finance Committee		17,540,806	6,130,957	1,747,904	90,887	4,292,167	6,130,958	1	
TOTALS			33,816,242	14,381,765	2,964,304	2,692,994	8,724,465	14,381,763	-2	

HRA - Spend against budget - Estimated in year

Project	Capital Description	Project Manager	Revised Budget 2021 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
PROPERTY INVESTMENT PROGRAMME										
S91100	ROOF REPLACEMENTS	A Hayward	0	0	0	0.00	0	0	0	
S91115	Roof Replacement Works	A Hayward	200,000	200,000	-5,143	205,143.03	0	200,000	0	04.08.20 starting work end of Aug complete by Dec 20 15.10.20 work is progressing, started end of Sept. Three sites currently. 09.12.20 one site complete in Farndon, William Bailey will be finished this week and site in bilsthorpe is ongoing.
S91116	Flat Roof Replacement Wrk	A Hayward	200,000	200,000	77,047	122,952.92	0	200,000	0	04.08.20 47 flat roof replacements completed to date. 09.12.20 work will pick up on this scheme in the new year.
S711	ROOF REPLACEMENTS		400,000	400,000	71,904	328,095.95	0	400,000	0	
S91200	KITCHEN & BATHROOM CONVERSIONS	A Tutty	0	0	0	0.00	0	0	0	
S91218	Kit & Bathrooms	A Tutty	1,500,000	1,500,000	489,948	526,001.25	0	1,015,949	-484,051	04.08.20 work restarted in July. Not expecting to spend the full budget due to delay in starting but this is revisited every month.
S712	KITCHEN & BATHROOM CONVERSIONS		1,500,000	1,500,000	489,948	526,001.25	0	1,015,949	-484,051	
S91300	EXTERNAL FABRIC	G Bruce	100,000	100,000	0	0.00	100,000	100,000	0	13.10.20 Plans to spend this on further external works in the latter half of the year.
S91336	External Fabric Works	G Bruce	200,000	200,000	24,341	200,000.00	-24,341	200,000	-1	04.08.20 contract awarded. Start work mid August. 13.10.20 started on site, first valuation received. 09.12.20 one valuation paid to date, others in dispute.
S713	EXTERNAL FABRIC		300,000	300,000	24,341	200,000.00	75,659	300,000	-1	
S91400	DOORS & WINDOWS	D Bamford	0	0	0	0.00	0	0	0	
S91412	Doors & Windows Works	D Bamford	170,000	170,000	25,225	148,009.32	-3,235	170,000	-1	04.08.20 57 properties due to be completed in this year. 13.10.20 105 doors on the list for quotes with the contractor now, but work is currently happening slower than anticipated. 09.12.20 completed 40 jobs. 51 in progress.
S714	DOORS & WINDOWS		170,000	170,000	25,225	148,009.32	-3,235	170,000	-1	
S91500	OTHER STRUCTURAL	G Bruce	50,000	50,000	13,935	16,010.00	20,055	50,000	-0	13.10.20 works being carried out across the district.
S91511	Walls Re-Rendering	M Carman	0	0	0	0.00	0	0	0	
S91534	Gutter Repairs	A Hayward	50,000	50,000	45,276	4,723.92	0	50,000	0	15.10.20 work completed.
S715	OTHER STRUCTURAL		100,000	100,000	59,211	20,733.92	20,055	100,000	-0	
S93100	ELECTRICAL	A Hayward	0	0	0	0.00	0	0	0	
S93115	Rewires	A Hayward	600,000	600,000	218,828	381,171.79	0	600,000	0	04.08.20 8 rewires following start in July. Expected to spend full budget. 15.10.20 74 rewires completed to date. 09.12.20 125 rewires complete to date.
S731	ELECTRICAL		600,000	600,000	218,828	381,171.79	0	600,000	0	
S93500	HEATING	D Bamford	0	0	0	0.00	0	0	0	
S93510	Heating/Boilers	D Bamford	550,000	550,000	164,331	382,999.03	2,670	550,000	-0	04.08.20 147 properties currently with the contractor. 13.10.20 176 ordered and currently 66 completed replacement boilers with 6 on hold. 09.12.20 completed 95 replacements 86 in progress.

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
S735	HEATING		550,000	550,000	164,331	382,999.03	2,670	550,000	-0	
S93600	ENERGY EFFICIENCY	D Bamford	0	0	0	0.00	0	0	0	
S93624	EE Boilers	D Bamford	150,000	150,000	16,378	0.00	133,622	150,000	-0	13.10.20 replacements are on programme.
S736	ENERGY EFFICIENCY		150,000	150,000	16,378	0.00	133,622	150,000	-0	
S95100	GARAGE FORECOURTS	A Hayward	0	0	0	0.00	0	0	0	
S95109	Garages	A Hayward	25,000	25,000	0	0.00	25,000	25,000	0	15.10.20 tendered and contractor chosen to replace garage doors (25) 09.12.20 started this week, due for completion before christmas.
S95115	Resurfacing Works	A Hayward	75,000	75,000	74,956	44.34	0	75,000	0	04.08.20 scheme complete
S751	GARAGE FORECOURTS		100,000	100,000	74,956	44.34	25,000	100,000	0	
S95200	ENVIRONMENTAL WORKS	M Carman	150,000	150,000	0	0.00	150,000	150,000	0	13.10.20 Plans to spend this on further external works in the latter half of the year.
S95203	Car Parking Schemes	D Roxburgh	250,000	250,000	0	0.00	250,000	250,000	0	04.08.20 Identified sites as part of the new build programme to satisfy planning conditions - Collingham and Caunton sites..
S95206	Chatham Court Target Hardending - Safer Neighbourhoods	J Davidson/A Batty	50,000	50,000	0	0.00	50,000	50,000	0	24.09.20 Safer Neighbourhoods Funding
S95250	Communal Lighting	M Carman	20,000	20,000	6,497	0.00	13,503	20,000	-0	13.10.20 Three street lights identified for replacements.
S95252	Flood Defence Systems	D Bamford	10,000	10,000	0	0.00	10,000	10,000	0	
S95253	Play Areas	L Powell	20,000	0	0	0.00	0	0	0	04.08.20 Spend due to occur at the back end of the financial year. Agreed to add additional equipment at Cherry Holt. 13.10.20 Current vandalism being dealt with from revenue - reactive repairs. 16.12.20 reprofile budget to 21/22 in order to arrange improvements and additions in the new financial year.
S95254	Estate Remodelling	D Roxburgh	65,000	65,000	9,218	11,381.00	44,401	65,000	0	13.10.20 fencing works across the district.
S752	ENVIRONMENTAL WORKS		565,000	545,000	15,715	11,381.00	517,904	545,000	0	
S97100	ASBESTOS	A Hayward	0	0	0	0.00	0	0	0	
S97115	Asbestos Surveys	A Hayward	30,000	30,000	7,268	23,595.66	-864	30,000	-0	04.08.20 surveys continued through lockdown due to essential services 15.10.20 surveys are progressing. 09.12.20 Due to review with compliance team.
S97116	Asbestos Removal	A Hayward	20,000	20,000	10,004	9,995.80	0	20,000	0	04.08.20 removals started in May. 15.10.20 ongoing.
S771	ASBESTOS		50,000	50,000	17,272	33,591.46	-864	50,000	-0	
S97200	FIRE SAFETY	J Knowles	50,000	50,000	3,341	4,203.00	42,456	50,000	0	
S97218	Fire Risk Assessments	J Knowles	150,000	150,000	0	0.00	150,000	150,000	0	04.08.20 works completed on receipt of risk assessment reports. 13.10.20 out to tender at the moment, due back late Oct.
S772	FIRE SAFETY		200,000	200,000	3,341	4,203.00	192,456	200,000	0	
S97300	DDA IMPROVEMENTS	L Powell	17,531.00	17,531.00	17,531	0.00	0	17,531	0	04.08.20 Completed work at Burton Court. Accessible Kitchens being carried out at Community Centres. All budget will be spent. 13.10.20 works at comm centres finished. Remaining budget is required for a stairlift. 09.12.20 work planned for this year complete.
S773	DDA IMPROVEMENTS		17,531	17,531	17,531	0.00	0	17,531	0	
S97400	DISABLED ADAPTATIONS	L Powell	0	0	0	0.00	0	0	0	

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
S97416	Major Adaptations	L Powell	430,000	430,000	205,489	223,580.54	930	430,000	0	04.08.20 only external works carried out due to lockdown. It is expected that this budget will be fully spent due to the level of referrals. 13.10.20 upward trend on referrals. 09.12.20 161 referrals completed 108.
S97417	Minor Adaptations	L Powell	30,000	30,000	10,095	19,905.01	0	30,000	0	04.08.20 until the end July contractor was only carrying our emergency work. Still expect to fully spend budget due to referrals. 13.10.20 spend on target. 09.12.20 179 referrals, completed 157.
S97418	Adaptation Stair Lift/Ho	L Powell	42,469	42,469	29,969	12,499.62	0	42,469	0	04.08.20 committed full budget. 13.10.20 spend increased on anticipated due to some specialist stairlifts being installed where staircase has a turn in it. 09.12.20 11 Stairlifts and 6 Hoists put in so far.
S774	DISABLED ADAPTATIONS		502,469	502,469	245,554	255,985.17	930	502,469	0	
S97500	LEGIONELLA	A Tutty	30,000	30,000	0	0.00	30,000	30,000	0	04.08.20 Surveys due to start again during August. Works will be carried out following reports. 13.10.20 Work started on works following surveys.
S791	UNALLOCATED FUNDING		30,000	30,000	0	0.00	30,000	30,000	0	
S99100	PROPERTY INVESTMENT CONTINGENCY	M Carman	50,000	50,000	0	0.00	50,000	50,000	0	
S99102	Housing Capital Fees	M Carman	378,800	378,800	0	0.00	378,800	378,800	0	
S791	UNALLOCATED FUNDING		428,800	428,800	0	0.00	428,800	428,800	0	
	PROPERTY INVESTMENT		5,663,800	5,643,800	1,444,534	2,292,216	1,422,997	5,159,747	-484,053	
AFFORDABLE HOUSING										
SA1030	HRA Site Development	K Shutt	0	0	0	1,200.00	-1,200	0	0	
SA1031	Site Acquisition (Inc RTB)	K Shutt / J Sanderson	2,038,529	780,000	0	750.00	779,250	780,000	0	10.08.20 Three sites currently being investigated. 13.10.20 hoping to finalise the three sites by the end of the financial year. Also investigating another site. 08.12.20 Northgate site transfer completed on 4.12.20 work to start on hording w/e 11.12.20. other acquisitions to take place in the latter months of the financial year reprofile remaining budget.
SA1032	New Build Programme	K Shutt	0	0	6,775	23,516.98	-30,292	-0	-0	14.10.20 expenditure to be recoded to specific clusters.
SA1033	Estate Regeneration	C Clarkson	1,085,430	1,085,430	289,499	179,845.90	616,085	1,085,430	-0	10.08.20 Heads of terms and consultants appointment to deliver enabling works agreed. Continued work to around funding.
SA1034	Former ASRA Properties	C Clarkson	1,074,579	1,074,579	594,861	0.00	479,718	1,074,579	0	10.08.20 due to delays additional consultation underway with PA tenants with a view to complete Q3.
SA1047	New Build Contingency	K Shutt	109,802	109,802	0	0.00	109,802	109,802	-0	
SA1048	Boughton Extra Care	K Shutt	5,967,605	6,567,605	3,291,147	1,572,896.00	1,703,562	6,567,605	-0	10.08.20 back on site but currently only at 70-80% capacity. PC due March/April 2021, then fit out early June. 13.10.20 still on programme. 08.12.20 will be ready and fit out for being passed to T&E for June.
SA1050	Phase 2 Cluster 1 - Coddington	K Shutt	0	0	-41,885	48,314.41	-6,429	0	0	10.08.20 retention due by February 2021 08.12.20 end of defects inspection in December. Retention due anytime.
SA1051	Phase 2 Cluster 1 - 1-4-1 Coddington	K Shutt	0	0	-26,657	37,156.29	-10,500	-0	-0	10.08.20 retention due February 2021 08.12.20 end of defects inspection in December. Retention due anytime.
SA1052	Phase 2 Cluster 2 - Southwell	K Shutt	0	0	-8,664	8,673.39	-10	-0	-0	10.08.20 retention due November 2020 08.12.20 end of defects inspection in December. Retention claim due anytime.
SA1053	Phase 2 Cluster 3 - Hawtonville	K Shutt	152,307	152,307	84,782	14,722.35	52,803	152,307	0	10.08.20 three sites, retention due in September, final site retention won't be due until 2021/22. 08.12.20 Practical was in reached in June. Retention is being held for 12 months.

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 26.11.20)	Revised Budget including Variations for Approval	Actuals to end of November	Current outstanding orders	Additional anticipated spend in year	Total Projected spend in year	Variance	Comments - Spend to date
SA1054	Phase 2 Cluster 3 - 1-4-1 Hawtonville	K Shutt	-0	-0	-15,554	127,876.73	-112,323	-0	-0	10.08.20 retention due January 2021 08.12.20 end of defects inspection in December. Retention due anytime.
SA1055	Phase 2 Cluster 4 - Sherwood	K Shutt	0	0	-22,053	24,396.78	-2,344	0	0	10.08.20 retention due February 2021 08.12.20 end of defects inspection in December. Retention due anytime.
SA1060	Phase 3	K Shutt	0	0	113,826	147,992.96	-261,819	-0	-0	10.08.20 subject to planning approval, 28 further units being progressed. In qrt 2. Sites are quite complex, causing delays compounded by COVID-19 rephase £1.5m budget into 2021/22. 16.10.20 ready to set up the new final clusters in this phase now, with sites being passed over to contractor. Therefore will need to distribute costs accordingly to SA1061-SA1064.
SA1061	Phase 3 - Cluster 1 Stand Alone	K Shutt	1,013,067	1,069,158	988,240	24,827.75	56,091	1,069,158	0	10.08.20 progressing - 4 sites, 8 units 4 week extension due to lockdown. Due for completion between August and October. 13.10.20 3 sites completed, 4th due end of November.
SA1062	Phase 3 - Cluster 2 Various	K Shutt	1,594,000	1,634,308	1,078,169	470,492.53	85,647	1,634,308	0	10.08.20 progressing - 4 sites, 9 units started on site in May/June. Due for completion between March/April 2021.
SA1063	Phase 3 - Cluster 3	K Shutt	1,699,298	1,870,000	43,217	1,556,782.52	270,000	1,870,000	0	
SA1064	Phase 3 - Cluster 4	K Shutt	2,200,000	706,000	0	0.00	706,000	706,000	0	08.12.20 expecting to Start on the first site in Jan 21.
SA1070	Phase 4	K Shutt	1,700,000	0	2,772	0.00	-2,772	0	0	10.08.20 pre planning work on phase 4 is being carried out now. 13.10.20 subject to planning permission, will be onsite before the end of March.
SA1071	Phase 4 Cluster 1 Fire Station	K Shutt	0	700,000	0	0.00	700,000	700,000	0	08.12.20 First cluster of phase 3 due for start on site in Jan 21.
SA1080	Phase 5	K Shutt	0	0	0	0.00	0	0	0	10.08.20 Land acquisitions will ensure delivery of phase 5.
SA3001	Ollerton Local Office Refurbishment & Repurpos	J Baker	50,000	50,000	0	0.00	50,000	50,000	0	
SC2000	Careline Analogue to Digital	S Hartley-Hill	80,540	80,540	0	0.00	80,540	80,540	0	
	SUB TOTAL AFFORDABLE HOUSING		18,765,157	15,879,729	6,378,475	4,239,445	5,261,809	15,879,728	-0	
	TOTAL HOUSING REVENUE ACCOUNT		24,428,957	21,523,529	7,823,009	6,531,661	6,684,806	21,039,476	-484,053	

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

2021/22 HOUSING REVENUE ACCOUNT (HRA) BUDGET AND RENT SETTING

1.0 Purpose of Report

1.1 The annual report being presented to the Committee on the Housing Revenue Account (HRA) will:

- a) provide the actual outturn of the HRA for the 2019/20 financial year (1 April 2019 - 31 March 2020) (column 2 of **Appendix A1**);
- b) examine the proposed income and expenditure on the HRA for the 2021/22 financial year (column 4 of **Appendix A1**), in accordance with Section 76 (Duty to prevent debit balance on Housing Revenue Account) of the *Local Government and Housing Act 1989*;
- c) provide indicative amounts of income and expenditure for the 2022/23 to 2024/25 financial years (columns 5 to 7 of **Appendix A1**); and
- d) set rent levels and service charges for 2021/22 (with effect from the first Monday in April 2021).

1.2 The following paragraphs provide the necessary detail for the matters above.

2.0 Background Information

2.1 The setting of the HRA budget and the approval of rent levels will allow the required time to notify tenants of proposed changes to rents in accordance with legislation.

2.2 The key dates in the budget setting timetable are detailed in the table below:

Council determination of HRA budget and rent setting	9 February 2021
Newark & Sherwood District Council update of rent systems	By end of February 2021
Generation of rent cards and letters to notify tenants of variation of their rent levels (tenants are required to be given one month's notice by law of rent changes).	By end of February 2021

2.3 Any slippage from these key dates would jeopardise the implementation of rent increases from the first Monday in April 2021, and as a consequence, pose a risk to the sustainability of the 30-year HRA Business Plan (BP).

Statutory Duty

2.4 Section 76 of the *Local Government and Housing Act 1989* requires local housing authorities to set a budget annually for their HRA, and that implementation of the budget proposals will not result in a debit balance (deficit position) at year-end.

2.5 Following housing financing reforms (self-financing) in April 2012 the council's HRA has been operating within a 30-year business plan. The inputs and assumptions in the Business Plan

are key to setting the HRA budgets annually for each year of the HRA's four-year medium-term financial plan (MTFP).

- 2.6 Members will be aware that on 8 July 2015, Government announced that registered providers (including social housing stock-owning local authorities) had to reduce social housing rents by 1% each year for four years from 2016/17, in accordance with section 23 (Reduction in social housing rents) of the *Welfare Reform and Work Act 2016*. 2019/20 was the last year of the 1% rent reduction.
- 2.7 The 1% annual rent reductions resulted in the HRA Business Plan losing more than £11m (13%) in rental income over the four years. This was equivalent to more than six months' worth of rental income in 2019-20, or the funds to build more than 100 homes.
- 2.8 Whilst rents were increased by 2.7% this year (2020/21); in real terms this amounted to just 1% after taking account of inflation and is but a fraction of the recovery of lost income. If members still have ambitions to develop funds to build more homes in the future and ensure good quality and safe homes for existing tenants and increase commitment to zero carbon initiatives; then continued small rent increases above inflation will be required to fund this.
- 2.9 Members should note that any surpluses in 2020/21 are unlikely to be repeated and are the result of underspend due to an abnormal year in terms of a pandemic and the restructure of the Housing services resulting in holding a number of senior posts vacant.
- 2.10 Due to Covid-19 pandemic there have been supply problems for a wide range of products in the building and maintenance trade which has already lead to significant increases in costs this year. This is currently masked in the HRA as only essential repairs were carried out during the first lockdown period due to Covid-19. Now teams have caught up with the backlog and we enter the busiest half of the year this impact will become more visible as we restrict our services again. Officers are also predicting that these increases in costs will not reduce post Covid-19. It is also anticipated that current fixed costs in framework agreements will also need to have their prices revised upwards during next year.
- 2.11 Members will also be aware that now that Brexit has been implemented, there will be an even greater impact on the supply chain for building supplies and other materials than as per paragraph 2.10 above. The HRA will need to position itself to be able to absorb cost increases as necessary.

Rent Standard 2020

- 2.12 In February 2019, the Secretary of State for Housing, Communities & Local Government published a Direction to the Regulator of Social Housing (RSH) to set a Rent Standard which would apply from 2020. This was published alongside a Policy Statement on Rents for Social Housing 2018 (Rent Policy Statement) for the Regulator to have regard to when setting its Rent Standard.
- 2.13 The Rent Standard 2020 specifies that rents must be set in accordance with the Rent Policy Statement. The government's Rent Policy Statement now allows annual rent increases to social rent and affordable rent properties for at least five years, up to (and including) the Consumer Price Index (CPI) rate published for September of the preceding financial year plus 1%.

2.14 As the CPI for September 2020 was 0.5%, the Rent Policy Statement allows an annual rent increase of 1.5% for 2021/22. This would represent an average weekly social rent increase of £1.16 per week (based on average social rent in 2020/21 of £77.56) and provide around £300,000 of additional income for the HRA next year.

2.15 By providing a five-year rent settlement, the Government has recognised:

“the need for a stable financial environment to support the delivery of new homes”, and that “enabl[ing] registered providers to plan ahead” will allow them “to make the best possible use of their resources”.

2.16 In restricting annual rent increases to CPI + 1%, the Government aims to:

“strike a fair balance between the need to maintain existing affordable homes and the provision of additional affordable housing; the interests of existing and potential social housing tenants; and the cost to taxpayers through Housing Benefit/Universal Credit”.

2.17 From 1 April 2020, therefore, social housing providers registered with the RSH (‘registered providers’) must now comply with the Rent Standard 2020.

2.18 The table below shows that the council’s social housing rents across the main bedroom sizes compare favourably against Local Housing Allowance (LHA) rates for all of the Broad Rental Market Areas (BRMAs) within the district, as well as market rents; and that they are testament to the value for money that they offer.

WEEKLY RENT COMPARISON 2020/2021

		1 Bed	2 Bed	3 Bed	4 Bed
Social Rents	Newark and Sherwood DC	£69.54	£76.63	£82.86	£89.78
Local Housing Allowance Rates	LHA Grantham and Newark BRMA	£86.30	£111.62	£132.33	£182.96
	LHA North Nottingham BRMA	£80.55	£103.56	£109.32	£155.34
	LHA Nottingham BRMA	£108.16	£126.58	£143.84	£184.11
	LHA Lincoln BRMA	£97.81	£117.37	£132.33	£172.60
Market Rates	Newark	£113.08	£128.08	£159.69	£206.31
	Nottingham (NG5 Postcode)	£121.38	£153.69	£181.62	£206.54

Borrowing Cap

2.19 As part of the HRA self-financing reforms introduced in April 2012, the government set a maximum amount of housing debt that each local authority could have. In subsequent years, the government awarded some local authorities limited increases to their housing borrowing limits. On 29 October 2018, the Limits on Indebtedness (Revocation) Determination 2018 revoked all previous determinations that specified limits on local authority housing indebtedness.

2.20 Though councils are no longer restricted in how much they can borrow in their HRAs, there is still the requirement for councils to make sure that all borrowing is affordable and proportionate within the context of their 30-year HRA business plan (HRA BP). The council has used the expert external advice it obtained on the assumptions in the BP to monitor the

affordability of future indebtedness. Anticipated future levels of indebtedness are currently viable within the plan.

30-year HRA Business Plan (BP)

- 2.21 The BP summarises the viability of the council's plans to fulfil its management, maintenance and investment responsibilities to its HRA assets over the next 30-years. Key assumptions are made in the BP based on the council's strategic priorities and policies, detailed stock data and other factors.
- 2.22 The assumptions in the BP are key to setting the HRA budgets annually for each year of the HRA's four-year MTFP. Adverse variations in these assumptions can have significant consequences, as the examples in paragraph 2.7 make clear. Failure therefore for Members to agree the proposals in this report could lead to a material impact on the delivery of housing management services to tenants, as well as the viability and delivery of the council's approved HRA development programme, Yorke Drive regeneration scheme and other investment activities.
- 2.23 The council obtained expert external advice on monitoring the BP's capacity for borrowing (paragraph 2.20). The narrative of the HRA BP and assumptions in the financial model will be reviewed and updated when circumstances allow and presented to the Committee for approval.
- 2.24 Officers monitor relevant government policy announcements and model the implications of these on the HRA BP. The Draft Building Safety Bill was published in July 2020; the Fire Safety Bill 2019-21 is currently with the House of Lords for review; and the Social Housing White Paper was released in November 2020. Officers will model the impacts of these changes on the HRA BP as further details become available. There is an expectation of increased scrutiny on performance, accountability to tenants and an increased expectation of regulation.

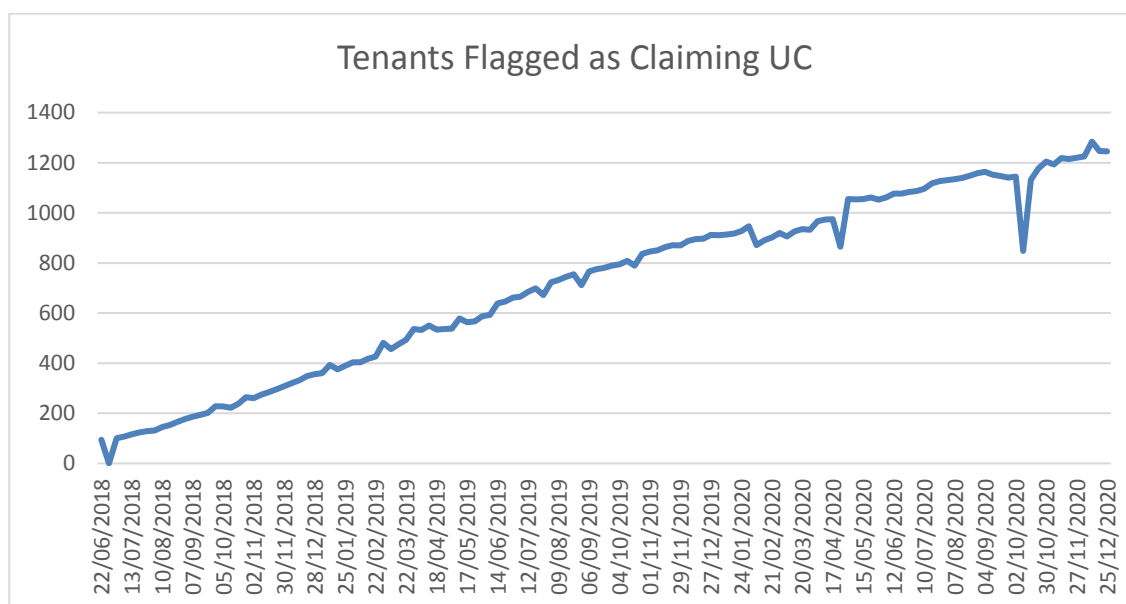
Rent Cycle

- 2.25 A member of the Board of Newark and Sherwood Homes Ltd requested in 2018 that the council consider a review of its secure tenancy agreement, to move from a 48 week rent cycle (with 4 rent free weeks) annually to a 52 week rent cycle annually.
- 2.26 A paper was taken to the Board in November 2018 which considered the options and proposed that a working party be set up to investigate further. Officers have not actively progressed this proposal, as other priorities have since taken precedent as a result of the Covid-19 pandemic and transfer of services back into the Council.

Universal Credit (UC) and Housing Benefit (HB)

- 2.27 Universal Credit (UC) is the Government's working-age benefit which combines six means-tested ('legacy') benefits, including Housing Benefit (HB), into a single monthly payment. UC was a central feature of the government's *Welfare Reform Act 2012*. The Government started rolling out UC in 2013, with the full service commencing in 2018 across Newark and Sherwood.

2.28 Since 2018, there has been a significant increase in the number of council housing tenants claiming UC. As per the graph below, the number of tenants claiming UC has increased from 95 to 1245 between June 2018 and December 2020. The council expects over 2,000 tenants to be claiming UC once all relevant households have transferred to UC.



2.29 As the number of council housing tenants claiming UC is increasing, the number claiming Housing Benefit (HB) as a standalone ('legacy') benefit is decreasing. Around 2,300 of council households currently have tenant(s) in receipt of legacy HB. This represent around 40% of the housing stock.

2.30 Despite the trends outlined above, a significant number of council housing tenants will continue to receive legacy HB even after all relevant households have transferred to UC. This is because eligible adults of all ages (including older people) can claim legacy HB, whereas only eligible adults of working-age can claim UC. Nearly half of the council's social housing stock is designated for older people.

2.31 Around 1,450 of the 2,300 households, or just under two-thirds, are entitled to the maximum amount of HB, and around 850 households to partial HB.

2.32 Residents claiming HB or UC who need additional help with meeting their housing costs can request a Discretionary Housing Payment (DHP) from their local council. Claimants are supported to make claims for DHP where appropriate with a view to sustain tenancies wherever possible.

2.33 The Committee should note that officers recognise the importance of supporting tenants at an early stage to sustain their tenancies, especially around rent collection, benefit entitlement and arrears management.

2.34 This commitment to a supportive approach is illustrated by two specific projects within the Community Plan, the Healthy Start project and the Targeted Arrears Support Project, which seek to ensure tenancies are sustained wherever possible.

2.35 The Healthy Start project will implement a range of initiatives to ensure new tenancies start in a positive way to give the best chance of tenancy success; whilst the Targeted

Arrears Support Project will aim to provide targeted support to tenants that have been financially affected by the Coronavirus pandemic.

Service Charges

- 2.36 In addition to rent, local authorities can charge for other services they provide (service charges). Section 93 (Power to charge for discretionary services) of the *Local Government Act 2003* requires charges to be set such that taking one financial year with another, the income from charges for a service does not exceed its costs of provision.
- 2.37 The Policy Statement on Rent for Social Housing (February 2019) sets out an expectation that service charge increases remain within the limit of rent charge of CPI + 1% in order to keep service charges affordable. **Appendix C** details the current (2020/21) and proposed (2021/22) service charges, with proposed increases to current charges of 1.5% (CPI + 1%). Subsequent paragraphs provide details about the services that tenants are charged for.

Housing-Based Support Services

- 2.38 The main housing-based support service provided is a community alarm service, to help tenants live more independently. Tenants with lifeline units in their properties can raise an alarm call from anywhere in the home if they require this. Around half of the council's social housing properties have these lifeline units.
- 2.39 Tenants in properties with lifeline units currently pay £1.76 per week for the community alarm service and this report proposes to increase that charge by 2 pence a week to a weekly charge of £1.78 per week. This represents an increase of around 1.14% per week. This charge is mandatory, in line with the terms of their tenancy agreement. This charge is not eligible for housing benefit.
- 2.40 As well as a range of other support services, officers also provide intensive housing management (IHM) services for tenants in extra care housing schemes. As tenants in these properties need higher levels of support to sustain their tenancies, the charges for IHM services vary depending on the scheme that tenants live in. The council currently has three extra care housing schemes (Bilthorpe Bungalows, Gladstone House and Vale View), with a fourth in Boughton due for completion in Summer 2021.
- 2.41 Details of the current and proposed service charges are in **Appendix C**.

Other Housing Based Services

- 2.42 In addition to charges for IHM services and lifeline units, tenants at Gladstone House are charged for receiving certain meals and a television (TV) licence. As the cost of provision is unchanged, it is proposed that the TV licence charge remains unchanged (£0.21 per week).
- 2.43 Other weekly service charges applied to tenants are for the costs of water and sewerage provided to properties at Vale View (£3.83 per week) and for the costs (where appropriate) of landscaping, lighting and drainage provided to 70 general needs properties (average weekly charge of £5.45 per week).
- 2.44 Details of the current and proposed service charges are in **Appendix C**.

Non-Housing Based Services

- 2.45 Officers manage the garages, garage ports (or car ports/parking spaces) and garage plots (or parking plots) within the council's HRA. Garages and garage ports are structures owned by the council, fully enclosed and partially enclosed respectively, whereas garage plots are pieces of land on which tenants supply their own garage structure. The charges for garages (garage rents) and garage plots are weekly, whilst those for garage ports are annually. All garage-based charges exclude standard rate value-added tax (VAT) if let to council housing tenants, and include VAT if let to non-council housing tenants.
- 2.46 Whilst it may be possible to increase rents by more than 1.5% (CPI + 1%) for more desirable garages, officers are aware that a large increase in rent may increase the expectations of tenants around improvements to the condition and security of garages. It is therefore proposed not to introduce differential rent levels at the current time.
- 2.47 Officers continue to identify existing and redundant garage sites which could be suitable for inclusion in the council's approved housing development programme.
- 2.48 Details of the current and proposed service charges are in **Appendix C**.

3.0 Proposals

- 3.1 In light of the above, officers are proposing to the Committee that it recommends to Council at its meeting on 9 February 2021:
- a) the HRA budget for 2021/22, as set out in **Appendix A1** to this report;
 - b) an increase of 1.5% (CPI + 1%) in the 2021/22 rents of all properties in the HRA as at 31 March 2021;
 - c) an increase of 1.5% (CPI + 1%) in all 2021/22 service charges, except for the television (TV) licence costs payable by tenants of Gladstone House; and
 - d) that the TV licence costs payable by tenants of Gladstone House in 2021/22 remain at £0.21 per week.

4.0 Digital Implications

- 4.1 There are no digital implications directly arising from this report.

5.0 Equalities Implications

- 5.1 The proposed rent increase would apply to all council social housing dwellings, whether or not these are occupied, rather than to the tenants themselves or to tenants in specific properties. The proposed rent increase is therefore not expected to discriminate against any of the characteristics protected under the Equality Act 2010.
- 5.2 The proposed rent and service charge increases are, however, expected to adversely impact working-age tenants in receipt of benefits. The government's increase of 0.5% in working-

age benefits for 2021/22 is less than the 1.5% proposed increase in rent and most service charges for next year.

- 5.3 As outlined in paragraph 2.32, working-age council housing tenants claiming benefits in need of help with housing costs can request a DHP from the council. The Government has not yet announced how much DHP it will be giving councils for 2021/22.
- 5.4 Though the proposed rent and service charge increases are not expected to adversely impact tenants in receipt of State Pension (as State Pension will increase by 2.5% for 2021/22), officers recognise the importance of supporting tenants of all ages to sustain their tenancies, as outlined in paragraph 2.33.

6.0 Financial Implications (FIN20-21/1760)

- 6.1 The majority of the financial implications are set out in the body of this report or its **appendices**. The financial implications of tenants' Right to Buy (RTB) are covered in further detail below.

Right to Buy (RTB)

- 6.2 The council signed a Retention Agreement with the Secretary of State to use 30% of its retained receipts (1-4-1 receipts) from properties sold under the RTB scheme on the provision of replacement social housing. The one-for-one replacement of RTB sales with new affordable rent homes is at the national level.
- 6.3 If the council is unable to spend its retained receipts within three years of receiving them, it must return these to Government with interest of 4% above the base rate (currently 0.75%).
- 6.4 By December 2020, the council managed to spend all of the 1-4-1 receipts received between April 2013 and December 2017; and by December 2023, the council anticipates that it will spend all of the 1-4-1 receipts received between January 2018 and December 2020.
- 6.5 Officers closely monitor spend against the council's approved HRA development programme to ensure that 1-4-1 receipts are used as appropriate.
- 6.6 The number of RTB sales affects how much the council receives in 1-4-1 receipts, and thus how much the council must spend on replacement social housing from its own resources or borrowing, though also affects the number of properties from which the council receives weekly rent.
- 6.7 Officers consider current and prospective local and national trends in RTB sales when setting the HRA budget annually.

7.0 Community Plan – Alignment to Objectives

- 7.1 The implementation of the proposals in this report will directly support the council's HRA to meet multiple objectives of the Community Plan 2020-2023, such as to:
 - a) *“Create vibrant and self-sufficient local communities...”*; and

b) *“Create more and better quality homes...”*.

7.2 Some of the actions the council is taking to achieve the Community Plan objectives are:

- Enhancing the quality of empty homes when let;
- Encourage tenancy success in a home by developing and delivering the first phase of the 'Healthy Start';
- Integrate the management of housing revenue account green spaces within the public realm;
- Support the regeneration of a central estate and improve local amenities through delivering Yorke Drive Regeneration Project;
- Contribute to the offer for digital inclusion for tenants and local communities.

8.0 **RECOMMENDATIONS**

That the following recommendations be made to Council at its meeting on 9 February 2021:

- a) the HRA budget for 2021/22, as set out in Appendix A1 to this report;**
- b) an increase of 1.5% (CPI + 1%) in the 2021/22 rents of all properties in the HRA as at 31 March 2021;**
- c) an increase of 1.5% (CPI + 1%) in all 2021/22 service charges, except for the television (TV) licence costs payable by tenants of Gladstone House; and**
- d) that the TV licence costs payable by tenants of Gladstone House in 2021/22 remain at £0.21 per week.**

Reason for Recommendations

To advise Members of the proposed HRA budget and changes in rent and service charge levels for 2021/22 and for these to be recommended to Council at its meeting on 9 February 2021.

Background Papers

Nil.

For further information please contact Caroline Wagstaff (Business Manager - Housing Projects) on Extension 5637 or Mohammed Sarodia (Assistant Business Manager - Financial Services) on Extension 5537.

Sanjiv Kohli
Director – Resources/Deputy Chief Executive

Suzanne Shead
Director – Housing, Health & Wellbeing

HOUSING REVENUE ACCOUNT (HRA) - BUDGET 2020/21 to 2024/25

SUBJECTIVE SUMMARY

CODE	SERVICE	2020/21	2021/22	MORE/(LESS)	2022/23	2023/24	2024/25
		BASE BUDGET £	BASE BUDGET £		BASE BUDGET £	BASE BUDGET £	BASE BUDGET £
EMPLOYEES							
111	SALARIES AND WAGES	4,304,190	3,783,170	(521,020)	3,895,830	4,011,860	4,131,390
112	OTHER SALARIES/WAGES PAYMENTS	16,160	0	(16,160)	0	0	0
113	NATIONAL INSURANCE	383,390	346,510	(36,880)	356,910	367,640	378,690
114	SUPERANNUATION	606,320	678,440	72,120	698,790	719,760	741,340
EMPLOYEES SUB-TOTAL		5,310,060	4,808,120	(501,940)	4,951,530	5,099,260	5,251,420
PREMISES-RELATED EXPENDITURE							
211	REPAIRS AND MAINTENANCE	700,420	598,260	(102,160)	713,440	724,940	632,780
212	ENERGY COSTS	217,270	185,170	(32,100)	190,730	196,470	202,360
214	RATES	7,590	8,400	810	8,570	8,740	8,920
215	WATER SERVICES	44,390	48,780	4,390	50,250	51,750	53,310
216	FIXTURES AND FITTING	11,980	14,330	2,350	14,580	14,830	15,100
217	CLEANING AND DOMESTIC	11,080	5,030	(6,050)	5,080	5,130	5,180
TRANSPORT-RELATED EXPENDITURE							
311	TRANSPORT	200	29,340	29,140	30,200	31,080	31,990
312	RECHARGE FROM TRANSPORT POOL	227,950	193,800	(34,150)	199,610	205,590	211,770
315	CAR ALLOWANCES	0	103,660	103,660	104,040	104,430	104,830
SUPPLIES & SERVICES							
411	EQUIPMENT AND FURNITURE	18,650	20,830	2,180	21,210	21,590	21,990
412	MATERIALS	539,250	545,900	6,650	562,280	579,160	596,540
421	CATERING	75,450	123,330	47,880	126,280	129,320	132,450
431	CLOTHING AND UNIFORMS	8,070	6,860	(1,210)	6,940	7,020	7,100
440	NASH PROJECTS	89,820	138,590	48,770	141,850	145,210	148,660
441	GENERAL OFFICE EXPENSES	68,250	18,000	(50,250)	18,540	19,100	19,670
451	CONTRACTUAL	1,223,680	1,062,070	(161,610)	1,093,140	1,125,130	1,158,070
452	OTHER SERVICES	1,648,910	2,475,550	826,640	2,545,240	2,620,160	2,695,770
456	INTEREST PAYABLE	56,890	0	(56,890)	0	0	0
461	COMMUNICATIONS AND COMPUTING	193,300	44,090	(149,210)	45,350	46,640	47,960
471	STAFF	149,010	8,900	(140,110)	9,110	9,320	9,550
482	SUBSCRIPTIONS	34,130	63,920	29,790	65,840	67,820	69,850
491	INSURANCE	394,170	344,670	(49,500)	355,010	365,660	376,630
492	CONTRIBS TO FUNDS AND PROVISNS	8,203,330	9,468,770	1,265,440	9,384,110	9,361,900	9,731,100
493	OTHER	640,180	891,160	250,980	903,070	905,030	897,060
HOLDING ACCOUNTS							
509	HOLDING ACCOUNT	14,970	0	(14,970)	0	0	0
TRANSFER PAYMENTS							
612	OTHER TRANSFER PAYMENTS	423,570	(32,500)	(456,070)	(32,500)	202,040	205,580
613	TAX	23,850	0	(23,850)	0	0	0
RUNNING EXPENSES SUB-TOTAL		15,026,360	16,366,910	1,340,550	16,561,970	16,948,060	17,384,220
CAPITAL FINANCING							
811	LOANS POOL	3,791,690	3,775,030	(16,660)	3,814,390	3,664,930	3,460,750
817	DEBT MANAGEMENT EXPENSES	80,000	80,000	0	80,000	80,000	80,000
821	CAPITAL CHARGE	49,470	32,500	(16,970)	32,500	32,500	32,500
CAPITAL FINANCING SUB-TOTAL		3,921,160	3,887,530	(33,630)	3,926,890	3,777,430	3,573,250
INCOME							
922	CONTRIBUTIONS FROM OTHER LAS	0	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
926	RECEIPTS FROM OTHER FUNDS	0	(33,910)	(33,910)	(34,920)	(35,970)	(37,050)
928	RECHARGE NON GF ACCOUNTS	(48,370)	(5,650)	42,720	(5,730)	(5,820)	(5,910)
931	SALES	(596,260)	(263,820)	332,440	(271,130)	(279,260)	(286,420)
932	FEES AND CHARGES	(655,510)	(552,610)	102,900	(558,230)	(563,860)	(564,490)
933	RENTS	(22,744,660)	(24,019,350)	(1,274,690)	(24,382,650)	(24,751,580)	(25,126,220)
938	FEES AND CHARGES	(69,640)	(37,000)	32,640	(37,000)	(37,000)	(37,000)
939	OTHER RECEIPTS	(135,870)	(143,220)	(7,350)	(143,730)	(144,260)	(144,800)
941	INTEREST	(7,270)	(5,000)	2,270	(5,000)	(5,000)	(5,000)
INCOME SUB-TOTAL		(24,257,580)	(25,062,560)	(804,980)	(25,440,390)	(25,824,750)	(26,208,890)
COMMITTEE TOTAL (SURPLUS)/DEFICIT		0	0	0	0	0	0
WORKING BALANCE brought forward (b/f)		(2,000,000)	(2,000,000)	0	(2,000,000)	(2,000,000)	(2,000,000)
WORKING BALANCE carried forward (c/f)		(2,000,000)	(2,000,000)	0	(2,000,000)	(2,000,000)	(2,000,000)

Housing Revenue Account (HRA) Rent Setting Policy

1.0 Introduction

- 1.1 Each year, the council must set rents for its housing properties and notify each individual tenant of any proposed rent change, in accordance with legislation.
- 1.2 This policy outlines how Newark and Sherwood District Council (NSDC, the council) will calculate and charge rent for the housing properties that it owns within its Housing Revenue Account (HRA) and has responsibility to manage and maintain.

2.0 Purpose of Policy

- 2.1 The purpose of this policy is primarily to ensure that rents are set in accordance with all relevant legislation and obligations; and provide a clear framework for setting and reviewing the rent levels of properties.

3.0 Background Information

- 3.1 On 08 July 2015, the Government announced that registered providers (including social housing stock-owning local authorities) had to reduce social housing rents by 1% each year for four years from 2016/17, in accordance with section 23 (Reduction in social housing rents) of the *Welfare Reform and Work Act 2016*. 2019/20 is the last year of the 1% rent reduction.
- 3.2 In February 2019, the Government published a Direction to the Regulator of Social Housing (RSH) to set a Rent Standard which would apply from 2020. This was published alongside a Policy Statement on Rents for Social Housing 2018 (Rent Policy Statement) for the Regulator to have regard to when setting its Rent Standard.
- 3.3 The Rent Standard 2020 specifies that rents must be set in accordance with the Rent Policy Statement. The government's Rent Policy Statement now allows annual rent increases to social rent and affordable rent properties for at least five years, up to (and including) the CPI rate published for September of the preceding financial year plus 1%.
- 3.4 By providing a five-year rent settlement, the Government has recognised:
 - “the need for a stable financial environment to support the delivery of new homes”, and that “enabl[ing] registered providers to plan ahead” will allow them “to make the best possible use of their resources”.*
- 3.5 In restricting annual rent increases to CPI + 1%, the Government aims to:

“strike a fair balance between the need to maintain existing affordable homes and the provision of additional affordable housing; the interests of existing and potential social housing tenants; and the cost to taxpayers through Housing Benefit/Universal Credit”.

4.0 The Policy

4.1 In accordance with the Rent Policy Statement, the council will calculate and charge rent for all housing properties that it owns within its HRA and has responsibility to manage and maintain. The paragraphs below summarises the relevant content from this document.

Social Rent

4.2 Social rent properties here refers to accommodation, as defined by section 69 (Low cost rental) of the *Housing and Regeneration Act 2008*, not classified as:

- a) affordable rent accommodation;
- b) let to social tenants with high incomes;
- c) shared ownership low cost rental accommodation;
- d) intermediate rent accommodation;
- e) specialised supported housing;
- f) relevant local authority accommodation;
- g) student accommodation;
- h) Private Finance Initiative (PFI) social housing;
- i) temporary social housing; or
- j) care homes.

4.3 The council will set the initial rent on a social rent property at a level no higher than 10% above formula rent for supported housing, and no higher than 5% above formula rent for all other social rent properties.

4.4 Formula rent is based on:

- a) 30% of a property's rent being based on relative property values;
- b) 70% of a property's rent being based on relative local earnings; and
- c) a bedroom factor, so that other things being equal, smaller properties have lower rents.

4.5 Formula rent will increase by the Consumer Price Index (CPI) plus 1% each year, based on the CPI rate for September of the previous financial year.

4.6 Formula rent is subject to a rent cap based on the number of bedrooms in a property. Where formula rent would be higher than the rent cap for a particular property, the rent cap will be used instead.

4.7 The rent cap will increase by CPI plus 1.5% each year.

4.8 The annual change in rent for tenants in a specific property will increase by no more than CPI plus 1% each year.

4.9 The rent for a property which exceeds the rent flexibility level will increase by no more than CPI each year, until the rent for the property is brought within the rent flexibility level.

4.10 The rent for a property which exceeds the rent flexibility level will not exceed formula rent plus the rent flexibility level when the property is re-let.

- 4.11 A social rent property will not be converted to market rent, intermediate rent or affordable rent properties, except for the latter where agreed to by Homes England or the Secretary of State.

Affordable Rent

- 4.12 Affordable rent properties here refers to accommodation which Homes England or the Secretary of State have agreed can be let at an affordable rent (including service charges).
- 4.13 Affordable rent will not exceed 80% of gross market rent (including applicable service charges).
- 4.14 Gross market rent is the rent the property would reasonably be expected to be let for in the private sector. Factors including property size, location type and service provision will be taken into account when determining gross market rent.
- 4.15 The council will comply with the terms of any agreements with Homes England or the Secretary of State when setting affordable rents.
- 4.16 The council will also have regard to the local market context, including the Local Housing Allowance (LHA) for the Broad Rental Market Area (BRMA) the property is located in, when setting affordable rents.
- 4.17 Affordable rent will, as a minimum, be the potential formula rent for the property.
- 4.18 Affordable rent properties will not be converted to market rent or intermediate rent.
- 4.19 The annual change in rent for tenants in a specific property will increase by no more than CPI plus 1% each year.
- 4.20 The rent of an affordable rent property let to a new tenant (or licensee) or re-let to an existing tenant (or licensee) will be based on a new valuation, so as to ensure the new rent does not exceed 80% of relevant market rent.
- 4.21 The rent of an affordable rent property re-let to the same tenant because their probationary tenancy has ended will not be re-set.

2020 Limit for Social Rent and Affordable Rent Accommodation

- 4.22 In 2020/21, the maximum rent increase for existing tenants will be calculated using the 2020 limit.
- 4.23 The 2020 limit is the average weekly rent payable by a tenant for accommodation in 2019/20. For properties re-let in 2019/20, the average weekly rent will be calculated based on the period since the property was last re-let.
- 4.24 The average weekly rent will be calculated based on the council's annual rent cycle of 48 weeks in a 52 week financial year, and 49 weeks in a 53 week financial year (four rent free weeks a year).

Service charges

- 4.25 The council is expected to set reasonable and transparent service charges which reflect the service provided to tenants.
- 4.26 The council is expected to identify service and rent charges separately for social rent properties.
- 4.27 The council should endeavour to keep service charge increases within the CPI + 1% limit of annual rent changes, so that charges remain affordable.
- 4.28 The council should consult with tenants where an additional charge may need to be made for new or extended services.

Garages

- 4.29 The approach to charging for garages, garage ports (or car ports/parking spaces) and garage plots (or parking plots) may differ from the approach to charging for rents and the approach to charging for housing-based support services.
- 4.30 The council should endeavour to strengthen the relationship between garage-related expenditure and income, and to adopt a more transparent pricing structure which better reflects garage-related demand.
- 4.31 The council should consider factors including the location, condition and availability or demand when setting garage-related rents.

Notification of rent changes

- 4.32 Tenants will be given at least four weeks' notice in writing of any changes in rent due and the reasons for the rent change.

Newark and Sherwood District Council (NSDC) proposed Housing Revenue Account (HRA) charges for 2021/22

Service charge	2020/21 charge (£)	Proposed 2021/22 charge (£)	Frequency	Other information
<u>CareLine service</u>				
Lifeline alarm monitoring. Advice, contact of next of kin or emergency service if required by tenant	1.76	1.78	per week	All tenants
Lifeline installation fee	25.00	25.37	one-off	General needs tenants only
Sensor rental and monitoring per sensor			per week	All tenants. Lifeline customers only
Sensor rental and monitoring for two to five sensors	1.54	1.56	per week	All tenants. Lifeline customers only
Lifeline plus two to five sensors installation fee	35.00	35.52	one-off	New general needs tenants only
5 x 5 minute calls at times agreed between 6am - 8pm	3.50	3.55	per week	All tenants. Lifeline customers only
Additional Tenancy Assistance (opt-in service)	5.12	5.20	per week	
<u>Gladstone House</u>				
Support Charge	1.77	1.79	per week	
Intensive Housing Management Charge	96.71	98.16	per week	
TV Licence	0.21	0.21	per week	
Meal Charge	37.08	37.64	per week	
<u>Vale View</u>				
Intensive Housing Management Service	78.53	79.71	per week	
Support Charge	1.77	1.79	per week	
Water Charge	3.83	3.88	per week	
<u>Extra Care Bungalows, Bilsthorpe</u>				
Intensive Housing Management Service	101.19	102.70	per week	
Support Charge	1.77	1.79	per week	
<u>Other charges relating to dwellings or tenants</u>				
New build landscaping, lighting and drainage	2.90 - 6.99	2.94 - 7.09	per week	
Insurance	Various	Various	per week	
<u>Garages</u>				
Garage Rent	8.87	9.00	per week	VAT added if let to non-council tenant
Garage Plot	43.92	44.58	annually	VAT added if let to non-council tenant
Garage Port	3.84	3.89	per week	VAT added if let to non-council tenant

Newark and Sherwood District Council (NSDC) 30-year Housing Revenue Account (HRA) Business Plan (BP): some key assumptions

Assumption topic	Assumption										
Income: inflation	<p>Increase in 2021/22 rental income by 1.5%, based on the Consumer Price Index (CPI) for September 2020 (0.5%) plus 1%.</p> <p>Changes in rental income for future years (2022/23 to 2024/25) would typically be based on the five-year CPI forecast published by the Office for Budget Responsibility (OBR), but this has not been updated recently.</p> <p>For prudence, therefore, in light of the current pandemic-induced low-inflation environment, 1.5% increases (1% + CPI of 0.5%) have been assumed in each year of the council's 2021/22 to 2024/25 (2021/25 Medium Term Financial Plan (MTFP)).</p> <table border="1" data-bbox="491 900 1337 981"> <thead> <tr> <th></th> <th>2021/22</th> <th>2022/23</th> <th>2023/24</th> <th>2024/25</th> </tr> </thead> <tbody> <tr> <td>CPI + 1%</td> <td>1.5%</td> <td>1.5%</td> <td>1.5%</td> <td>1.5%</td> </tr> </tbody> </table>		2021/22	2022/23	2023/24	2024/25	CPI + 1%	1.5%	1.5%	1.5%	1.5%
	2021/22	2022/23	2023/24	2024/25							
CPI + 1%	1.5%	1.5%	1.5%	1.5%							
Income: rent loss from void properties	<p>1% in each year between 2021/22 and 2024/25.</p> <p>The council's target for 2020/21 is 0.6% of rental income lost through voids, though actual rental income lost through voids at the end of 2020/21 Q2 was 1% (an improvement from 2020/21 Q1, though higher than targeted because of the pandemic).</p>										
Expenditure: capital	<p>Capital expenditure between 2021/22 and 2024/25 is updated in line with the reports presented to Policy & Finance Committee as part of the annual budget-setting and quarterly budget monitoring processes.</p>										
Right to Buy (RTB)	<p>25 sales in each year between 2021/22 and 2024/25.</p> <p>The council has had 19 RTB sales in 2020/21 Q1-Q3.</p> <p>Nationally, the number of RTB sales seemed to have peaked towards late 2018/19 and early 2019/20. The current pandemic-induced economic crisis could increase the ability or likelihood of some RTB sales (such as for tenants whose properties become more affordable to purchase, if there are national or regional house price reductions); and decrease the ability or likelihood of other RTB sales (such as for tenants whose financial circumstances have worsened as a result of the pandemic).</p>										

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

HOMES & COMMUNITIES COMMITTEE REVENUE BUDGET 2021/22

1.0 Purpose of Report

- 1.1 To seek feedback from the Homes & Communities Committee on the proposed general fund revenue budget for the 2021/22 financial year (01 April 2021 – 31 March 2022) for those services which fall under its remit.
- 1.2 To seek feedback from the Committee on the scale of proposed fees & charges for 2021/22 for those services which fall under its remit.
- 1.3 To seek approval from the Committee for the 2021/22 base budget in **Appendix A** to be recommended to Policy & Finance Committee at its meeting on 22 February 2021 for inclusion in the overall council budget; and
- 1.4 To seek approval from the Committee for the 2021/22 fees & charges in **Appendix D** to be recommended to Policy & Finance Committee at its meeting on 22 February 2021 and Council at its meeting on 09 March 2021.

2.0 Background Information

- 2.1 Business managers and service budget officers have been working with officers in the Financial Services team to prepare a general fund budget for 2021/22 and medium-term financial plan for between 2021/22 and 2024/25. The general fund budgets have been prepared in line with the strategy agreed by Policy & Finance Committee on 25 June 2020.
- 2.2 The budget and medium-term financial plan have been developed to reflect, in financial form, the corporate priorities of the Council. Where further targeted areas of focus have been identified, additional resources have been directed to these business units.
- 2.3 **Appendices A** and **B** summarise the budgets proposed for the Committee for 2021/22 by service team and subjective level respectively. These **appendices** exclude capital charges and central support recharges, because service officers do not have direct influence over how much they pay for these. The budgets in this report and its **appendices** are for controllable costs: costs which service officers have direct influence over.

Revenue Budget

- 2.4 *Table 1* below compares the Committee's 2020/21 initial budget for controllable costs, as approved by Council on 09 March 2020, with its currently proposed 2021/22 budget for controllable costs. The Committee's proposed 2021/22 budget is £217,000 more than its 2020/21 initial budget; an increase of 12%.
- 2.5 The £217,000 increase in the Committee's proposed 2021/22 budget is comprised of a £339,000 increase in employee costs; partially offset by a £85,000 decrease in running costs and £37,000 increase in income.

Table 1: changes in controllable costs between 2020/21 and 2021/22 budgeted for services in Homes & Communities Committee

Expenditure or income?	Expenditure type	2020/21 initial budget (£m)	2021/22 base budget (£m)	Increase or (decrease) in budget (£m)
Expenditure	Employees	1.668	2.008	0.339
Expenditure	Running Expenses	0.712	0.627	(0.085)
Expenditure	Total	2.380	2.635	0.254
Income	Total	(0.610)	(0.647)	(0.037)
Net Expenditure	Total	1.770	1.988	0.217

2.6 Most of the changes above in budgeted employee costs, running expenses and income relate to a small number of services. Tables 2-4 below show the five services which most account for each of the changes above.

2.7 Five services account for 97%, or £331,000, of the £339,000 increase in budgeted employee costs.

Table 2: the five services in Homes & Communities Committee which most account for changes in budgeted employee costs between 2020/21 and 2021/22

Rank	Service (cost centre)	Increase or (decrease) in employee budget (£m)	Percentage of change in overall employee budget
1	Housing Options	0.130	38%
2	Communications	0.119	35%
3	Strategic Housing	0.068	20%
4	Customer Services	0.021	6%
5	Licensing Administration	(0.007)	(2)%
		0.331	97%

2.8 Five services account for 116%, or £98,000, of the £85,000 decrease in budgeted running expenses.

Table 3: the five services in Homes & Communities Committee which most account for changes in budgeted running expenses between 2020/21 and 2021/22

Rank	Service (cost centre)	Increase or (decrease) in running expenses budget (£m)	Percentage of change in overall running expenses budget
1	Housing Options	(0.071)	84%
2	Strategic Housing	(0.047)	55%
3	Communications	(0.045)	54%

4	Grants and Concessions Commissioning Contributions	0.035	(42)%
5	Anti-Social Behaviour	0.030	(35)%
		0.098	116%

2.9 Five services account for 96%, or £36,000, of the £37,000 increase in budgeted income.

Table 4: the five services in Homes & Communities Committee which most account for changes in budgeted income between 2020/21 and 2021/22

Rank	Service (cost centre)	(Increase) or decrease in income budget (£m)	Percentage of change in overall income budget
1	Housing Options	(0.035)	94%
2	Private Sector Speech Call	(0.006)	17%
3	Energy and Home Support	0.005	(13)%
4	Strategic Housing	0.004	(10)%
5	Communications	(0.003)	9%
		(0.036)	96%

2.10 **Appendix C** lists the reasons for increases or decreases of over £10,000 between the 2020/21 initial budget and proposed 2021/22 budget for services in Homes & Communities Committee.

Fees & Charges

2.11 Officers have considered the Fees and Charges Toolkit approved by Economic Development Committee on 20 November 2019 when setting the level of fees & charges. The proposed fees & charges for 2021/22 are in **Appendix D** for consideration.

3.0 Proposals

3.1 Officers are proposing to the Committee that it recommends to Policy & Finance Committee at its meeting on 22 February 2021:

- a) the 2021/22 base budget in **Appendix A** for inclusion in the overall council budget;
- b) and to Council on 09 March 2021 the 2021/22 fees & charges in **Appendix D**.

4.0 Equalities Implications

4.1 Business Managers consider the implications on equalities when assessing how best to deliver the services they are responsible for.

5.0 Financial Implications (FIN20-21/108)

- 5.1 The Committee's proposed 2021/22 budget is £217,000 more than its 2020/21 initial budget; an increase of 12%. Employee budgets of £2.008m account for 76% of controllable costs. Significant budget savings cannot be achieved without affecting staffing levels.
- 5.2 The council's medium-term financial plan for between 2021/22 and 2024/25 requires significant savings in future years, as changes to how councils manage their finances and other challenges take effect.
- 5.3 It is important that the Committee continually scrutinises and reviews its budget in order to identify additional savings which will be achieved in future years.

6.0 Community Plan – Alignment to Objectives

- 6.1 The proposals in this report support the council to achieve multiple objectives of the Community Plan 2020-2023, though particularly the objectives to:
- a) *“Create more and better quality homes through our roles as landlord, developer and planning authority”; and*
 - b) *“Reduce crime and anti-social behaviour, and increase feelings of safety in our communities”.*

7.0 RECOMMENDATION(S)

- a) **that the following recommendations be made to Policy & Finance Committee at its meeting on 22 February 2021:**
 - i. **the 2021/22 base budget in Appendix A for inclusion in the overall council budget;**
 - ii. **and to Council on 09 March 2021 the 2021/22 fees & charges in Appendix D.**

Reason for Recommendations

To ensure that the budgets and fees & charges finally proposed for 2021/22 are recommended to Policy & Finance Committee on 22 February 2021.

Background Papers

Nil

For further information please contact Nick Wilson (Business Manager – Financial Services) on Extension 5317 or Mohammed Sarodia (Assistant Business Manager – Financial Services) on Extension 5537.

Suzanne Shead
Director - Housing, Health and Wellbeing

Sanjiv Kohli
Director - Resources and Deputy Chief Executive

BUDGET SUMMARY BY COMMITTEE - OBJECTIVE

02/01/21

HOMES & COMMUNITIES

COST CENTRE	COST CENTRE NAME	2020/21 INITIAL BUDGET	2021/22 BASE BUDGET	INCREASE OR (DECREASE)
A10212	PRIVATE SECTOR SPEECH CALL	(78,000)	(81,800)	(3,800)
A10213	HOUSING OPTIONS	394,170	418,520	24,350
A10215	STRATEGIC HSG (WAS COMMUNITY)	71,650	96,100	24,450
A10804	PAYMENTS & RECEIPTS	1,980	1,700	(280)
A10809	CUSTOMER SERVICES	450,070	479,610	29,540
A10810	COMMUNICATIONS	180,330	250,620	70,290
A10814	LICENSING ADMIN	(49,920)	(54,400)	(4,480)
A10816	COMMUNITY SAFETY	28,930	22,310	(6,620)
A10823	ANTI-SOCIAL BEHAVIOUR	52,580	88,370	35,790
A10826	DOMESTIC VIOLENCE	36,250	33,420	(2,830)
A10834	SOUTHWELL LIBRARY SERVICE	1,650	1,700	50
A11126	CCTV	144,030	148,870	4,840
A11607	ENERGY AND HOME SUPPORT	64,550	73,950	9,400
A11921	GRANTS AND CONCESSIONS	422,710	347,440	(75,270)
A11922	COMMISSIONING CONTRIBUTIONS		110,650	110,650
A11923	EMERGENCY PLANNING	49,430	50,760	1,330
TOTAL		1,770,410	1,987,820	217,410

**BUDGET SUMMARY BY COMMITTEE - SUBJECTIVE (APPENDIX B)
HOMES & COMMUNITIES**

02/01/21

CODE	DESCRIPTION	2020/21 INITIAL BUDGET	2021/22 BASE BUDGET	INCREASE OR (DECREASE)
111	SALARIES AND WAGES	1,335,890	1,608,450	272,560
113	NATIONAL INSURANCE	121,270	135,490	14,220
114	SUPERANNUATION	211,060	263,570	52,510
	EMPLOYEE SUB TOTAL	1,668,220	2,007,510	339,290
213	RENT	9,240	8,200	(1,040)
219	CONTRIBUTION TO FUNDS	14,000	16,000	2,000
315	CAR ALLOWANCES	10,440	9,520	(920)
411	EQUIPMENT AND FURNITURE	6,910	7,430	520
431	CLOTHING AND UNIFORMS	5,000	5,150	150
441	GENERAL OFFICE EXPENSES	35,280	42,020	6,740
451	CONTRACTUAL	22,600	23,060	460
452	OTHER SERVICES	27,640	17,980	(9,660)
461	COMMUNICATIONS AND COMPUTING	34,330	34,690	360
471	STAFF	3,820	3,980	160
472	MEMBERS			
481	GRANTS	422,710	458,090	35,380
482	SUBSCRIPTIONS	2,830	3,040	210
492	CONTRIBS TO FUNDS AND PROVISNS	178,790	182,790	4,000
493	OTHER	166,610	161,780	(4,830)
928	RECHARGE NON GF ACCOUNTS	(308,290)	(428,990)	(120,700)
612	OTHER TRANSFER PAYMENTS	80,000	82,400	2,400
	RUNNING EXPENSES SUB TOTAL	711,910	627,140	(84,770)
922	CONTRIBUTIONS FROM OTHER LAS	(97,190)	(99,990)	(2,800)
928	RECHARGE NON GF ACCOUNTS	(24,650)	(27,890)	(3,240)
931	SALES	(123,150)	(120,850)	2,300
932	FEES AND CHARGES	(58,290)	(99,010)	(40,720)
933	RENTS	(194,700)	(184,000)	10,700
938	FEES AND CHARGES	(45,140)	(45,380)	(240)
939	OTHER RECEIPTS	(66,600)	(69,710)	(3,110)
	INCOME SUB TOTAL	(609,720)	(646,830)	(37,110)
	COMMITTEE TOTAL	1,770,410	1,987,820	217,410

Reasons for increases or decreases of over £10,000 between the 2020/21 initial budget and proposed 2021/22 budget for services in Homes & Communities Committee

Variances between 2020/21 initial budget and proposed 2021/22 budget by service (cost centre)	Increase or (Decrease) in budget (£m)
Housing Options: largely relates to the restructure of the Housing, Health and Wellbeing (HHW) directorate management structure, including recharges to Housing Revenue Account (HRA) and grant income to offset most additional employee costs.	0.024
Strategic Housing: largely relates to the restructure of the HHW directorate management structure, and recharges to HRA to offset most additional employee costs.	0.024
Customer Services: largely relates to Business Manager's post now being charged fully to cost centre.	0.030
Communications: largely relates to the transfer of other services' communication- and marketing-related post budgets to Communications.	0.070
Anti-Social Behaviour (ASB): largely relates to a reduction in the recharge of ASB-related costs to the HRA.	0.036
Grants And Concessions and Commissioning Contributions: increase in annual amount payable to Newark Town Council.	0.035

LICENSING FEES – HOMES AND COMMUNITIES COMMITTEE*(Charges are inclusive of VAT where applicable)*

Relevant Act or Order*	Duration	2020/21 Charge	2021/22 Charge	
1. Hypnotism – Grant	Ref 001	Occasional for specific dates	£75.00	£75.00
2. Sex Establishment – Grant/Renewal	Ref 002	Up to 1 year	£3,540.00	£3,540.00
3. Vehicle Licences -				
(a) Hackney Carriage	Ref 003	Annual	£235.00	£235.00
(b) Private Hire Vehicle	Ref 003	Annual	£185.00	£185.00
(c) Ambulance Vehicles	Ref 003	Annual	£115.00	£115.00
(d) Hackney Carriage/Private Hire Drivers	Ref 003	3 years or lesser depending on circumstances	£145.00 renewal £220.00 new applicants	£145.00 renewal £220.00 new applicants
(e) Hackney Carriage/Private Hire Drivers Licence (persons over 65 years)	Ref 003	Per Year	£55.00	£55.00
(f) Ambulance Drivers	Ref 003	3 years or lesser depending on circumstances	£110 renewal £95 new applicants	£110 renewal £95 new applicants
(g) Ambulance Drivers over 65	Ref 003	Annual	£40.00	£40.00
(h) Private Hire Operators	Ref 003	5 years *		
(i) Basic			£350.00	£350.00
(ii) plus per vehicle			£35.00	£35.00
(i) Ambulance Operators	Ref 003	5 years *		

(i) Basic			£350.00	£350.00
(ii) plus per vehicle Plates			£25.00	£25.00
(j) Knowledge Test	Ref 003	One-off	£40.00	£40.00
(k) Drivers Test	Ref 003	One-off	£40.00	£40.00
(l) Replacement Badge	Ref 003	One-off	£25.00	£25.00
(m) Replacement Plate	Ref 003		£45.00	£45.00
(n) Transfer of Plate (No replacement plate to be issued)	Ref 003	One-off	£50.00	£50.00
(o) Temporary Plate/Transfer of Plate (including Plates and magnetic roundals)	Ref 003	One-off	£85.00	£85.00
(p) Temporary Plate/Transfer of Plate (including Plates and stick on roundals)	Ref 003	One-off	£75.00	£75.00
(q) Temporary & Permanent Magnetic Roundels	Ref 003	One-off	£15.00	£15.00
(r) Additional stick on Roundels	Ref 003	One-off	£10.00	£10.00

There is no recommendation to increase fees in 2021/22 due to the economic crisis

GAMBLING ACT 2005 – DISCRETIONARY FEES - HOMES & COMMUNITIES COMMITTEE

These fees are set at the discretion of the local Authority within a framework on minimum and maximums set in statutory regulations

(Charges are inclusive of VAT where applicable)

Activity	Application type	2020/21 Charge	2021/22 Charge
BINGO	New application	£1,200.00	£1,200.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to Vary licence	£1,000.00	£1,000.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£520.00	£520.00
ADULT GAMING CENTRE	New application	£950.00	£950.00
	Application for reinstatement of licence	£500.00	£500.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to Vary licence	£830.00	£830.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
ADULT GAMING CENTRE	Annual Fee	£520.00	£520.00
	New application	£950.00	£950.00

FAMILY ENTERTAINMENT CENTRE	Application for reinstatement of licence	£500.00	£500.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to Vary licence	£830.00	£830.00
	Application to transfer licence	£100.00	£100.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£530.00	£530.00
BETTING PREMISES (excl. tracks)	New application	£1,000.00	£1,000.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to Vary licence	£1,100.00	£1,100.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£530.00	£530.00
BETTING ON TRACK	New application	£1,000.00	£1,000.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
BETTING ON TRACK	Application to convert provisional statement	£650.00	£650.00
	Application to Vary licence	£1,100.00	£1,100.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00

Copy of Licence	£50.00	£50.00
Annual Fee	£530.00	£530.00

GAMBLING ACT 2005 - FEES SET BY STATUTE - HOMES & COMMUNITIES COMMITTEE*(Charges are inclusive of VAT where applicable)*

Permit		2020/21 Charge	2021/22 Charge
Family Entertainment Centre	Transitional	£100.00	£100.00
	New	£300.00	£300.00
	Renewal	£300.00	£300.00
	Change of Name	£25.00	£25.00
	Copy Permit	£15.00	£15.00
Prize Gaming Permits	Transitional	£100.00	£100.00
	New	£300.00	£300.00
	Renewal	£300.00	£300.00
	Change of Name	£25.00	£25.00
	Copy Permit	£15.00	£15.00
Gaming Machines in Alcohol Licensed Premises	Notification of up to 2 machines	£50.00	£50.00
	Gaming machine permit for more than 2 –existing operator	£100.00	£100.00
	Gaming machine permit for more than 2 – new operator	£150.00	£150.00
	Variation (number of category)	£100.00	£100.00
	Transfer	£25.00	£25.00
	Annual fee	£50.00	£50.00
	Change of name	£25.00	£25.00
	Copy of permit	£15.00	£15.00
	Existing Operators (transition)	£100.00	£100.00

Club Gaming and Club Machine Permits	New Application	£200.00	£200.00
	Renewal	£200.00	£200.00
	Variation	£100.00	£100.00
	Annual Fee	£50.00	£50.00
	Copy of Permit	£15.00	£15.00
Temporary use notice		£100.00	£100.00
Small society Lottery	Exempt Lotteries – Registration Fee	£40.00	£40.00
	Exempt Lotteries – Annual Fee	£20.00	£20.00

LICENSING ACT 2003 – FEES SET BY STATUTE - HOMES & COMMUNITIES COMMITTEE*(Charges below are not subject to VAT)*

Type of licence	Comments	2020/21 Charge	2021/22 Charge
Premises licence - Application	The fee payable depends on the rateable value of the premises which are prescribed / set nationally.	Variable	Variable
Premises Licence – Annual Fee	The fee payable depends on the rateable value of the premises which are prescribed / set nationally.	Variable	Variable
Premises Licence –additional fee for large events	The fee payable depends on the rateable value of the premises which are prescribed / set nationally.	Variable	Variable
Premises Licence – Full Variation	The fee payable depends on the rateable value of the premises which are prescribed / set nationally.	Variable	Variable
Premises Licence – Minor Variation		£89.00	£89.00
Personal Licence		£37.00	£37.00
Temporary event Notice		£21.00	£21.00
There are currently no proposals by the Government to increase these fees in 2021/22			

ADVERTISING RATES FOR VOICE MAGAZINE - HOMES & COMMUNITIES COMMITTEE**(Charges are inclusive of VAT)**

Size	2020/21 Charge	2021/22 Charge
Full page (210mm wide x 295mm deep)	£1,335.60	N/A anymore
½ page (210mm wide x 147.5mm deep)	£801.60	N/A anymore
¼ page	£466.80	N/A anymore
Back (Full page dimensions)	£1,639.20	N/A anymore

ENVIRONMENTAL HEALTH FEES AND CHARGES - HOMES & COMMUNITIES COMMITTEE*(Charges are inclusive of VAT where applicable)*

Type of licence	Relevant act or Notes	Duration	2020/21 Charge	2021/22 Charge	
1. Animal Boarding Establishments	Ref 004	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£220	£220
Renewal				£220	£220
2. Home Boarding	Ref 004	The fees has been amended to now charge for each application at the full price when related to a franchise	Annual	£175	£175
Renewal				£175	£175
Dog Day Care		Domestic House based Compliance & Inspection Fee	Annual	£165 £50	£165 £50
Renewal			£200	£200	
3. Dangerous Wild Animals	Ref 005	The fees have been calculated on a full cost recovery basis	Annual	£230 + Vet Fees	£230 + Vet Fees
4. Dog Breeding	Ref 006	The fees have been calculated on a full cost recovery basis	Annual	£195	£195
Initial				£195	£195
Renewal		Compliance & Inspection Fee		£80	£80
5. Riding Establishments	Ref 007	The fees have been calculated on a full cost recovery basis	Annual	£210	£210
Initial				£210	£210
Renewal		Compliance & Inspection Fee		£100	£100

6. Ear-Piercing, Tattooing, Acupuncture, Electrolysis, Skin piercing and semi-permanent tattooing	Ref 002	The fees have been calculated on a full cost recovery basis	Annual			
				Person	£125	£125
		Where the premises already hold a licence the charge is £120 per additional treatment				
				Premises	£120	£120
7. Massage & Special Treatment	Ref 008	The fees have been calculated on a full cost recovery basis	Annual			
				Initial	£180	£180
				Renewal	£155	£155
				No massage (just sunbeds)	£170	£170
				Renewal	£130	£130
8. Lasers:	Ref 008	The fees have been calculated on a full cost recovery basis	Annual			
				New	£525	£525
				Renewal	£195	£195
				Transfer	£240	£240
9. Zoos	Ref 009	The fees have been calculated on a full cost recovery basis	First licence valid for 4 years Renewal valid for 6 years			
				Initial Inspection	£550	£550
				Renewal	£400	£400
				Periodic 3 year inspection	£400	£400
				Transfer	£200	£200
10. Pet Shops Pet Animals Act 1951	Ref 010	The fees have been calculated on a full cost recovery basis	Annual			
				Initial	£190	£190
				Renewal	£190	£190

		Compliance & Inspection Fee		£80	£80
11. Re-rating of Animal licence establishment	Ref 010	New Fee	Annual	£175	£175
12. Transfer of Animal licence establishment	Ref 010	New Fee	Annual	£175	£175
13. Variation of Animal licence establishment	Ref 010	New Fee	Annual	£75	£75
14. High Hedges	Ref 011	The fees have been calculated on a full cost recovery basis. Prices include VAT	One Off		
1st stage				£240	£250
2nd stage				£400	£420
15. Licence Application for House in Multiple Occupation	Ref 012	The fees have been calculated on a full cost recovery basis	One off		
Single application				£730	£750
Multiple applications at same time				£550	£570
Variation of licence				£50	£55
16. Scrap Metal Dealer	Ref 013	The fees have been calculated on a full cost recovery basis	Three years		
Site Licence				£380	£390
Collectors Licence				£160	£165
17. Mobile Homes Act 2014	Ref 014	To reflect the variation in the cost of processing the application depending on the size of the site.			
Application fee				£365	£380
Plus, per additional unit		Depends on total number of pitches		£9	£10
Annual Fee				£9 per pitch	£10 per pitch

Transfer/amendment of licence			£170	£175
Depositing Site rules			£140	£145

CERTIFICATES, AUTHORISATION AND REGISTER COPIES

TYPE	Notes	2020/21 Charge	2021/22 Charge
Health & Purity Certificate		£35.00	£36.00
Foot & Mouth Health Certificate		£200.00	N/A anymore
Condemnation Certificate		£250.00	£260.00
Environmental Site Reports	<i>Prices include VAT</i>		
Home Buyer Version		£120.00	£125.00
Detailed version		£360.00	£370.00
Housing immigration check		£110.00	£120.00

PRIVATE WATER SUPPLIES

Activity	Notes	2020/21 Charge	2021/22 Charge
Risk Assessment	Guidance on fees is provided by the Drinking Water Inspectorate	Hourly rate x time spent	Hourly rate x time spent
Sampling		£50.00	£50.00
Investigation		Hourly rate	Hourly rate
Domestic Supplies (Reg 10)		£25.00	£25.00

Check Monitoring (Commercial supplies)		£50 plus analysis costs	£50 plus analysis costs
Audit Monitoring (Commercial supplies)		£50 plus analysis costs	£50 plus analysis costs

***Relevant act/ Order References**

Ref 001 - Hypnotism Act 1952

Ref 002 - Local Government (Miscellaneous Provisions) Act 1982

Ref 003 - Local Government (Miscellaneous Provisions) Act 1976

Ref 004 - Animal Boarding Establishments Act 1963

Ref 005 - Dangerous Wild Animals 1976

Ref 006 - Dog Breeding and Sale of Dogs (Welfare) Act 1999

Ref 007 - Riding Establishments Acts 1964 and amended 1970

Ref 008 - Nottinghamshire County Council Act 1985

Ref 009 - Zoos Licensing Act 1981

Ref 010 - Pet Animal Act 1951

Ref 011 - Anti Social Behaviour Act 2003

Ref 012 - Housing Act 2004

Ref 013 - Scrap Metal dealers Act 2013

TEMPORARY ACCOMMODATION - HOMES & COMMUNITIES COMMITTEE

Seven Hills, Newark and Wellow Green, Ollerton	2020/21 Charge	2021/22 Charge
Hostel Service Charge	£31.31 per week	£31.78 per week
Hostel Support Charge (non- Housing Benefit (HB))	£4.29 per week	£4.35 per week

PRIVATE SECTOR CARELINE SERVICE - HOMES & COMMUNITIES COMMITTEE

Product	2020/21 Charge	2021/22 Charge
Lifeline - Provision of a dispersed alarm, pendant. - 24 hours a day 365 days a year monitoring of lifeline. - Provision of advice and or contact of next of kin or emergency service if required on receipt of call	£4.25 per week	£4.30 per week
Lifeline installation fee	£25.00 one-off	£25.00 one-off
Keysafe	£40.00 one-off	£40.00 one-off
Product	2020/21 Charge	2021/22 Charge
Safer Homes package - Provision of a dispersed alarm, pendant, smoke detector, carbon monoxide (CO) monitor and keystore. - 24 hours a day 365 days a year monitoring of lifeline. - Provision of advice and or contact of next of kin or emergency service if required on receipt of call	£5.50 per week	£5.60 per week
Safer Homes package installation fee	£35.00 one-off	£35.00 one-off

Product	2020/21 Charge	2021/22 Charge
----------------	-----------------------	-----------------------

<p>Sensor monitoring</p> <p>To receive this service tenants must also subscribe to the lifeline service.</p> <p>The sensors available are:</p> <ul style="list-style-type: none"> i. Additional sensor ii. Smoke alarms iii. Carbon monoxide alarms iv. Flood alerts v. Bed sensors vi. Panic alarms vii. Fall detectors 	£2.50 for two to five sensors, per week	£2.55 for two to five sensors, per week
Sensor monitoring installation fee: existing customers	£0.00	£0.00
Sensor monitoring installation fee: new customers	£35.00 one-off	£35.00 one-off

Product	2020/21 Charge	2021/22 Charge
<p>Welfare calls</p> <p>To receive this service tenants must also subscribe to the lifeline service.</p> <ul style="list-style-type: none"> - 5 x 5 minute calls per week made to the customer on agreed days between the hours of 6am and 8pm within a mutually agreed 1 hour time slot. - Ensure the welfare of the customer, provide advice and or contact of next of kin or emergency service if required. 	£4.25 per week	£4.30 per week

HOMES & COMMUNITIES COMMITTEE

18 JANUARY 2021

HRA NEW BUILD DEVELOPMENT UPDATE

1.0 Purpose of Report

1.1 This report provides the Homes and Communities Committee with the up to date performance of the HRA new build development programme.

2.0 Background Information

2.1 Newark and Sherwood District Council approved a HRA new build programme to deliver an indicative 335 new additional housing units within the district to increase the Council's housing stock. The programme commenced in the 2017/18 financial year and is due to complete in the 2022/23 financial year.

2.2 A significant site being developed as part of the HRA new build development programme, will provide a 40-unit Extra Care Facility located on land in the Boughton area of the district. The construction of the Extra Care Facility started on site in October 2019 and is due for completion in July 2021. The development has a budget allocation of £8.937 million in August 2019 and secured £2,080,000 via Homes England Grant.

2.3 The HRA Development Programme has to date provided 190 additional new council homes. This is the largest single contribution of affordable new build homes by any single provider within the district during this period.

2.4 The 190 new council houses have been delivered as follows:

- 60 units Gladstone House
- 70 units phase 1
- 50 units phase 2
- 10 units phase 3

3.0 Update on Progress

3.1 In addition to the 190 new homes completed to date, the development programme has a further 70 homes currently under construction (Phase 3) due for completion during 2021 (inclusive of Boughton Extra Care site).

3.2 There are also a further 54 potential houses currently being progressed through the planning process for start on sites during 2021, which will form part of Phase 4.

3.3 The development programme has experienced delays both with onsite construction and with pre-construction works as a result of the Covid-19 pandemic which stopped construction on site for a period of 6 weeks during March and April 2020. Construction has also been delayed due to the availability of some materials, notably plaster and plaster board. Covid-19 safe working practices have also resulted in reduced trades, which has affected the site construction periods.

3.4 The delays are being mitigated and managed out of the development programme by progressing multiple sites concurrently. Sites are also having work done to secure works

progress with Covid safe working practices in place. Online arrangements are being utilised for progressing meetings, design workshops and briefings.

- 3.5 The HRA new build development programme is utilising council owned land where possible for the delivery of the programme to ensure the existing HRA land is used to its full potential. Of the 190 homes completed to date, all have been built on existing council owned land.
- 3.6 The existing HRA land bank has almost been exhausted in relation to viable development sites. To ensure the programme delivers the targeted 335 additional houses, additional land needed to be identified for acquisition.
- 3.7 So far, the following sites have been identified as potential acquisitions and are currently being progressed:

Newark Old Fire Station
 The Crescent Bilsthorpe
 Dale Lane Blidworth
 Land off Kestrel Drive Rainworth
 Vicars Close Clipstone

The above sites have the potential to provide approximately 70 HRA properties. Negotiations are at the advanced stages on most of the identified sites.

- 3.8 In terms of range, the HRA new build development programme is providing accommodation from one bed flats to three bed houses across the district.

Below shows areas where new homes have been completed or are currently under construction:

Area	Type of Properties	Number of Properties
Newark	Flats, Houses, Bungalows	94
Hawtonville	Flats, Houses, Bungalows	37
Balderton	Flats, Houses, Bungalows	14
Collingham	Houses, Bungalows	9
Coddington	Houses, Bungalows	8
Farndon	Flats, Houses, Bungalows	19
Elston	Bungalows	3
Sutton on Trent	Bungalow	1
Boughton	Flats, Bungalows	43
Ollerton	Houses,	2
Clipstone	Houses, Bungalows	7
Rainworth	Flats, Bungalows	6
Blidworth	Flats, Bungalows	8
Southwell	Flats, Bungalows	6
Winthorpe	Bungalow	1
Caunton	Houses	2
	Total	260

- 3.9 The average cost of the HRA properties is £154,353 (inclusive of fees and costs) compared to the current average affordable new build property in the district at £182,403.99 which demonstrates the HRA programme is delivering additional affordable properties within the district at very competitive rates.
- 3.10 The council has secured Homes England grants over the course of the development programme of £7,887,635. The average level of grant achieved per property has been £36,000.
- 3.11 We monitor satisfaction through customer surveys carried out six months after the tenants has moved into the property. The survey asked 8 questions in relation to the quality of the new build property; the service from the development team, the design and facilities provided. This also covers any defects arising during the first 6 months of occupation to help monitor build quality.
- 3.12 The survey responses showed 100% of the respondents were satisfied with the quality and design of the property; 100% were satisfied with the service delivery, 95% were satisfied with the information in the user manual supplied. The response rate was 55%.
- 3.13 Most of the properties surveyed had needed to report a minor defect within the first six months of occupancy within the property; however 100% satisfaction was received for the way the issue was resolved and the time it took to resolve the defect.
- 3.14 A review of the defects raised took place and the majority of the defects were plumbing related items, the second most common defect was related to the kitchen unit doors operation. A workshop has been carried out with the site team to review the feedback, specification and the quality of the products to eliminate future defects.
- 3.15 The development programme has presented a number of challenges and constraints due to the nature of the sites including: overlooking properties, access to sites, long utility runs, asbestos, rights of way, keeping sites within budgets, ensuring continuation for the supply chain to retain labour. Despite this, our build costs have been favourable due to using existing HRA land.
- 3.16 Local car parking has also proved challenging and a proportion of the sites developed have provided additional car parking facilities for local residents - above what is normally required as part of the planning application process. When carrying out the feasibility study of a development, local resident car parking is now reviewed to ensure the development proposed will not have a negative impact on the area.
- 3.17 Contracts and the contractors are performing in line with expectations. Properties are being delivered in line with the rates submitted at tender stage and regular reviews and value engineering of the sites takes place, with the last review carried out in July 2020.
- 3.18 Our future sites will also consider renewable heat sources as we start to consider how respond to the climate emergency and zero carbon. So far, we have built a number of homes with renewable heat sources and we will continue to build our knowledge and application to give better fuel economy for our tenants and better for the environment.

4.0 Equalities Implications

4.1 The HRA new build development programme contributes to the council's equalities commitments by providing level access to all ground floor new build properties. In addition, all ground floor accommodation on the developments benefit from level access bathing facilities as standard specification for the new build programme.

5.0 Digital Implications

5.1 No digital implications are identified in this report.

6.0 Financial Implications (FIN20-21/5146)

6.1 A summary of budget and spend (to the end of November 20) including grant received is below:

Scheme	Units	Revised Budget £m	Expenditure £m	HE Grant £m	Other External Funding £m
Gladstone House	60	8.842	8.190	1.500	3.825 NCC
Phase 1	70	10.128	10.130	2.986	0.089 BCF
Phase 2	50	7.803	7.700	1.322	0.048 BCF
Phase 3	10 *	8.741	2.223	0	0
Boughton Extra Care	40	8.937	3.291	2.080 **	0
Total	230	44.451	31.534	7,888	3.962

*10 completed 30 under construction – spend to the end of November 2020.

** Received £1.560m to date, final £0.560m to be received upon Practical Completion.

6.2 The Development Team work closely with Finance to ensure all budgets are accurate and any variations are approved in a timely manner and budgets are closely monitored.

6.3 96 Right-to-Buy (RTB) sales were completed between 2017/18 and 2019/20 with gross receipts of just over £6m. The RTB receipts for Replacement Homes (known as 1-4-1 Receipts) are retained through a RTB agreement. Under the terms of that agreement, the RTB receipts have to be spent on new supply of affordable housing within 3 years of arising, or have to be returned to Government with penalty interest applied.

6.4 A combination of grant funding and RTB 1-4-1 receipts cannot be used to finance the same scheme. Therefore, the latter phases of the development programme will maximise the use of 1-4-1 receipts in order to avoid any penalties.

7.0 Community Plan – Alignment to Objectives

7.1 The Council's development programme contributes to a number of objectives :

- Accelerate the supply of new homes including associated facilities.
- Reduce levels of deprivation in target areas and remove barriers to social mobility across the district
- Improving the health and wellbeing of local residents, with a particular focus on narrowing the gap in healthy life expectancy and other health outcomes

9.0 RECOMMENDATION(S)

- a. The committee are asked to note the current position and progress of the HRA new build development programme delivery and the financial performance thus far.
- b. That members feedback their observations about the content and any further information that may be useful in future reports.

Reason for Recommendation(s)

The HRA New Build Development programme is key to supplementing affordable housing in the District as it brings forward difficult sites that would otherwise not be developed.

Background Papers

Nil.

For further information, please contact (Kevin Shutt - Development Manager) on Ext 5670

Suzanne Shead
Director of Housing Health and Wellbeing

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted