

To: **Housing and Community Safety Policy Board**

On: 23 August 2016

Report by: Director of Development and Housing Services

Heading: Scottish Social Housing Charter – Annual Return 2015/2016

1. Summary

1.1 Local Authorities and Registered Social Landlords are required to submit an Annual Return relating to performance to the Scottish Housing Regulator by the end of May each year. This report provides details of the submission by Renfrewshire Council for 2015/16.

2. Recommendations

- 2.1 It is recommended that:
 - The Board notes the submission made by the Director of Development (i) and Housing Services on the Scottish Social Housing Charter as attached at Appendix 1.

3. **Background**

- 3.1. The report attached as Appendix 1 provides performance information for housing and related services for 2015/16:
 - Section 1 provides a summary of Renfrewshire Council's performance against the Charter indicators along with comparative information for the last two years
 - Section 2 gives details of some core contextual data which was also submitted as part of the Charter return

- Section 3 provides additional service and performance management information for 2015/16
- 3.2. Overall, the 2015/16 Annual Return on the Charter indicates strong ongoing improvement by the Housing Service, with the majority of indicators improving (22 indicators) or the same as 2014/15 (3 indicators). Lower performance was recorded for nine indicators and work is in progress to identify reasons and implement action to address this.
- 3.3. The Scottish Housing Regulator will publish all social landlords' performance on its website in August 2016. In common with other Councils and RSL's, Renfrewshire Council is required to report performance against the Charter to tenants by the end of October 2016.
- 3.4. A report will be presented to a later meeting of this Policy Board which benchmarks Renfrewshire Council's performance in 2015/16 against other social landlords.

Implications of the Report

- 1. **Financial** None
- 2. HR & Organisational Development None
- 3. **Community Planning –** None.
- 4. **Legal** None.
- 5. **Property/Assets** None.
- 6. **Information Technology** None
- 7. **Equality & Human Rights** The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
- 8. **Health & Safety** None
- 9. **Procurement** None
- 10. **Risk** None
- 11. **Privacy Impact** None

List of Background Papers: None

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Scottish Social Housing Charter Outturn Report 2015 -2016

Section 1 Outturn Report

Section 2 Contextual indicators

Section 3 Management Information

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SECTION 1: OUTTURN REPORT (2015-2016)

Overall Satisfaction

No.	Indicator	13/14 (a)	14/15 (a)	15/16 (b)	Comments
1	Percentage of tenants satisfied with the				Satisfaction has remained
	overall service provided by their	82.0%	82.0%	82.2%	stable for the past three
	landlord.				years

Source: (a) 2013 Tenant Satisfaction Survey (b) 2015 Tenant Satisfaction Survey

1. The Customer Landlord Relationship

Equalities

No.	Indicator	13/14	14/15	15/16	
2	Ethnic origins and disability details of service users, staff	Data in return to SHR.			
	and for RSLs only, governing body members.	Full report to HACS Policy Board on equalities			
		issues in August 2016			

Communication

No.	Indicator	13/14 (a)	14/15 (a)	15/16 (b)	Comments
3	Percentage of tenants who feel their				Satisfaction has remained
	landlord is good at keeping them informed	79.2%	79.2%	79.5%	stable for the past three
	about their services and decisions.				years

Source: (a) 2013 Tenant Satisfaction Survey (b) 2015 Tenant Satisfaction Survey

Complaints

No.	Indicator	13/14	14/15	15/16	Comments
4	Percentage of all 1st stage complaints responded to in full within the last year within the Scottish Public Services Ombudsman (SPSO) Model Complaint Handling Procedure (CHP) timescales.	94.9%	98.2%	93.3%	Both figures show a reduction in performance from last year — particularly performance dealing with 2 nd stage complaints. The reasons for this will be investigated to see where
5	Percentage of all 2nd stage complaints responded to in full within the last year within the Scottish Public Services Ombudsman (SPSO) Model Complaint Handling Procedure (CHP) timescales.	94.9%	90.2%	46.15%	improvements should be made

Participation

No.	Indicator	13/14(a)	14/15 (a)	15/16 (b)	Comments
6	Percentage of tenants satisfied with the				There was substantial
	opportunities given to them to participate in	69.0%	69.0%	84.2%	improvement in
	their landlord's decision making processes.				2015/16

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2. Housing Quality and Maintenance

Housing Quality

No.	Indicator	13/14	14/15	15/16	Comments
7	Percentage of stock meeting the Scottish Housing Quality Standard (SHQS). After applying allowable exclusions and abeyances, the Council remains 100% compliant with the SHQS target.	62.1%	84.6%	85.9%	After applying allowable exclusions and abeyances, the Council remains 100% compliant with the SHQS target.
8	Percentage of properties at or above the appropriate NHER (National Home Energy Rating) or SAP (Standard Assessment Procedure) ratings specified in element 35 of the SHQS, as at 31 March each year.	85.1%	97.4%	98.5%	There was a slight improvement against this standard in 2015/16.
9	Percentage of tenants satisfied with the standard of their home when moving in.	(a)61.4%	(b)80%	(b) 92.3 %	There has been substantial improvement each year over the last two years.
10	Percentage of existing tenants satisfied with the quality of their home.	(a)81.6%	(a)81.6%	(b)82.2%	There was a slight increase in satisfaction in 2015/16

9) Source: (a) 2013 Tenant Satisfaction Survey

(b) Point of service survey

10) Source: (a) 2013 Tenant Satisfaction Survey

(b) 2015 Tenant Satisfaction Survey

Repairs, Maintenance and Improvements

No.	Indicator	13/14	14/15	15/16	Comments
11	Average length of time taken to complete emergency repairs. (hours)	11.5	5.8	5.5	This has shown slight improvement from last year.
12	Average length of time taken to complete non-emergency repairs. (days)	8.5	8.5	8.4	Performance in 2015/16 was similar to 2014/15.
13	Percentage of reactive repairs carried out in the last year completed right first time.	87.8%	87.5%	90.8%	The proportion of repairs completed 'right first time' increased in 2015/16.
14	Percentage of repairs appointments kept.	95.0%	98.9%	99.1%	Performance in 2015/16 was similar to 2014/15.
15	Percentage of properties that require a gas safety record which had a gas safety check and record completed by the anniversary date.	99.99%	99.99%	99.5%	There was a slight reduction in the proportion of gas safety checks completed on time. This was identified early in 2015/16 and procedures were improved to ensure that the target of 100% is achieved.
16	Percentage of tenants who have had repairs or maintenance carried out in last 12 months satisfied with the repairs and maintenance service.	(a) 78.0 %	(b)94.7%	(b)96.6%	Satisfaction with repairs continues to improve.

3. Neighbourhood and community

Estate Management, Anti-social Behaviour, Nuisance and Tenancy Disputes

No.	Indicator	13/14	14/15	2015/16	Comments
17	Percentage of tenants satisfied with the	(a)81.2	(a) 81.2 %	(b)82.5%	This has shown slight
	management of the neighbourhood they live in.	(a) 01. 2	(a) 61. 2%	(b)82.5%	improvement.
18	Percentage of tenancy offers refused during the	61.3%	59.6%	46.1%	Performance has
	year.	01.5%	39.0%	40.1%	improved significantly
19	Percentage of anti-social behaviour cases				This has shown slight
	reported in the last year which were resolved	93.7%	91.6%	92.9%	improvement.
	within locally agreed targets.				

⁽¹⁷⁾ Source: (a) 2013 Tenant Satisfaction Survey

4. Access to housing and support

Tenancy Sustainment

No.	Indicator	13/14	14/15	15/16	Comments
	Percentage of new ter	nancies s	ustained	for	The overall sustainment figure for 2015/16 (84.5%) is
	more than a year, by s	ource of	let.		down from 87% in 2014/15. The reasons for this will be
	Existing tenants	90.8%	94.2%	91.0%	investigated, particularly the reasons for the reduction in
20	Homeless applicants	75.4%	81.4%	72.1%	tenancy sustainment rates for homeless applicants
20	Housing List	87.9%	86.9%	87.4%	(72.1% in 2015/16 compared to 81.4% last year).
	applicants	67.9%	60.9%	67.470	
	Other	0	0	0	
	Overall	85.0%	87%	84.5%	
	Percentage of				This indicator has remained stable
21	lettable houses that	11%	10.2%	10.2%	
	became vacant in	11/0	10.2/0	10.276	
	the last year.				

Housing Options and Access to Housing

No.	Indicator	13/14	14/15	15/16	Comments
22	Percentage of approved applications for medical adaptations completed during the reporting year.	98.6%	87.8%	96.0%	These indicators show marked improvement from the previous
23	Average time to complete applications (medical adaptations) days	61	64	44	year

Indicator 24 relates to court actions initiated which resulted in eviction

No.	Indicator	13/14	14/15	15/16	Comments
	Percentage of the court actions initiated				The overall figure has increased from
	which resulted in eviction and the	26.1%	20.3%	23.1%	2014/15; most cases are for non
24	reasons for eviction.				payment of rent
24	Non payment of rent		19.4%	22.2%	
	Anti social behaviour		0.5%	0.8%	
	Other		0.5%	0%	

⁽b) 2015 Tenant Satisfaction Survey

Homelessness

No	Indicator	13/14	14/15	15/16	Comments
	Average length of time in temporary or em	The overall figure for average length			
	accommodation by type, days (LAs only)				of stay is 23 days longer than
	Local authority dwelling	43.3	44.9	78.9	2014/15, this is due to a change in
25	RSL Dwelling	81	89.4	39.3	process to avoid repeat
	Bed and Breakfast	10	0	0	homelessness
	Other	139.1	98.5	101.9	
	All types of accommodation	47.2	56.9	79.3	
	Percentage of households requiring				This indicator has remained stable
	temporary or emergency	100%	99.1%	99.5%	
	accommodation to whom an offer was	10070	33.170	33.370	
	made. (LAs only)				
26	Percentage of temporary or emergency acc			ers	The overall refusal rate has
&	refused in the last year by accommodation				remained relatively stable
27	L A Dwelling	1.9%	2.4%	2.4%	
	RSL Dwelling	0%	1.6%	0	
	Bed and Breakfast	11.5%	N/A	N/A	
	Other	0%	0%	0	
	All types of accommodation	2.9%	1.96%	2.1%	
	Of those households homeless in the last				Satisfaction is down from 92.3% in
28	12 months the percentage satisfied with	87.9%	92.3%	74.5%	2014/15. Reasons for this reduction
20	the quality of temporary or emergency	37.570	52.570	75/0	in satisfaction will be investigated.
	accommodation. (LAs only).				

(28) Source: annual point of service homeless services tenants survey

5. **Value from Rents and Service Charges**

Value for Money

No.	Indicator	13/14 (a)	14/15 (a)	15/16 (b)	Comments
29	Percentage of tenants who feel that the rent for their property	75.0%	75%	77.2%	The proportion of tenants who feel their rent represents good value
	represents good value for money.	70.075		77.270	for money increased in 2015/16.

(29) Source: (a) 2013 Tenant Satisfaction Survey (b) 2015 Tenant Satisfaction Survey

Rents, Service Charges and Time to Re-let Properties

No.	Indicator	13/14	14/15	15/16	Comments
30	Rent collected as percentage of total rent due in	99.6%	100.2%	100%	This indicator has
30	the reporting year.	99.0%	100.276	100%	remained stable
	Gross rent arrears (all tenants) as at 31 March each				Performance improved
31	year as a percentage of rent due for the reporting	5.6%	6.3%	6.0%	in 2015/16
	year.				
32	Average annual management fee per factored	N/A	£90.00	£90.00	No change from
32	property.	N/A 190.00		190.00	2014/15
33	Percentage of factored owners satisfied with the	23.8%	45.4%	50.9%	Satisfaction increased in
33	factoring service they receive.	23.6/0	43.4%	30.576	2015/16
34	Percentage of rent due lost through properties	2.6%	2.0%	1.9%	Performance improved
	being empty during the last year.	2.070	2.070	1.5/0	slightly in 2015/16
35	Average length of time taken to re-let properties in	56	44	42	Performance improved

the last year. (days)		in 2015/16

(33) Source: Annual owners services survey

Section 6 Other Customers; Gypsies/ Travellers

No.	Indicator	13/14	14/15	15/16
36	Gypsies / Travellers – Average weekly rent per pitch.	Not applicable, no Council Managed sites in Renfrewshire		il Managod
37	For those who provide sites - percentage of gypsies/travellers satisfied with the landlord's management of the site.			

SECTION 2B: CORE CONTEXTUAL INDICATORS

The Charter also has 32 contextual indicators that relate to the stock and profile of our service users. Not all of these are reported by local authorities (7 are relevant to RSL only), similarly some are reported in such a way that it is not conducive to present in tabular format for this report.

The core contextual indicators are included in the table below:

Number	Indicator	2013/14	2014/15	2015/16
	Number of lets during the reporting year			
7	General Needs	1,385	1190	1124
	Supported Housing *	48	45	51
	Number of lets during the reporting year, by source of			
	let			
	Existing tenants	278	243	241
8	Housing List applicants	821	698	618
	Other sources	0	0	1
	Homeless applicants	334	294	315
	Types of tenancies granted for the reporting year			
	Occupancy agreements	0	0	0
9	Short SST	28	12	6
	SST	1405	1223	1169
	Housing Lists			
	New applicants	2661	3315	3216
10	Applicants on list at end of year	6332	6239	5749
	Suspensions	157	169	122
	Cancelled	4020	3607	3965
11	Abandoned properties	196	206	163
	Number of notices of proceedings issued	1178	1474	1755
12	The number of orders for recovery of possession	94	105	133
	granted during the reporting year	94	105	155
13	Average number of reactive repairs completed per	5.7	5.5	5.4
	occupied property			3.4
14	The Landlords wholly owned stock	12666	12497	12393
	Stock by house type			
	House	2660	2640	2627
17	High Rise	1100	1010	1005
1′	Tenement	4949	4910	4864
	4 in block	2865	2849	2829
	Other flat/maisonette	1092	1088	1068
20	Number of self contained properties void at the year end	487	480	634
- "	Void for more than 6 months	79	79	78
21	Rent increase	3.5%	3.5%	2.0%
	Number of households for which landlords are paid			
	housing costs	8304	8442	8971
22	Value of direct housing cost payments received during	627.060.066	630 005 400	620 702 000
l	the year	£27,868,900	£28,905,400	£28,732,900
22	Percentage of former tenant rent arrears written off at	21 69/	44 29/	E / 00/
23	the year end	21.6%	44.3%	54.9%

SECTION 3: MANAGEMENT INFORMATION

Allocations and Managing Tenancy Change

In 2015/16, 1175 properties were let by the Council. Most of these lets (1068) were made through the group system. Within the group system, over 51% of lets went to applicants in Group 3 (Housing Need) and over 30% of lets went to Group 1 (Homeless) applicants.

Table 1 notes the number of applicants over 2015/2016

Table 1 - Housing Waiting List (at 31st March 2016)				
Number of applicants on housing list - at 31 st March 2016	5749			
Of which number who have their application on hold	1,269			

Data source: Northgate Housing System

Table 2 illustrates where the applicants are placed in the group system.

Table 2 - Housing Waiting List Breakdown (at 31 st March 2016)					
Group	roup Number Applicants				
Group 1 Homeless	203	3.53			
Group 2 Mobility	348	6.05			
Group 3 Housing Need	2272	39.52			
Group 4 Exchanges	1105	19.22			
Group 5 General	1821	31.68			
Total	5749	100%			

Data source: Northgate Housing System

Table 3 shows lets made through and outwith the group system.

Table 3 - Total lets (2015/16)				
	Number	%		
Lets through group system	1068	90.89%		
Lets outwith group system	107	9.11%		
Total Lets	1175	100.00%		

Data source: Northgate Housing System

Table 4 shows lets to each group and also the target for lets to each group in 2015/16 and agreed allocations targets.

Table 4 - Lets through group system (2015/16)	Targets		
Group	Lets	%	%
Group 1 Homeless	316	29.59%	45%
Group 2 Mobility	105	9.83%	5%
Group 3 Housing Need	544	50.94%	40%
Group 4 Exchanges	77	7.21%	9%
Group 5 General	26	2.43%	1%
Total	1068	100%	100%

Data source: Northgate Housing System

Table 5 gives details for lets outwith the group system.

Table 5 - Lets Outwith Group System (2015/16)				
Category	Lets	% Total Lets		
Sheltered Housing	22	20.56%		
Special Lets/Management Transfers	51	31.78%		
Regeneration	34	47.66%		
Total	107	100.00%		

Table 6 shows lets by house type.

Table 6 - Lets by House Type (2015/16)						
House Type	Number	% of all lets				
Tenement Flat	582	49.5				
Own Door Flat	239	20.3				
Multi-storey Flat	78	6.6				
House	73	6.2				
Other Flat	95	8.1				
Maisonette	33	2.8				
Bungalow	23	2.0				
Amenity Flat	1	0.1				
Prefab	1	0.1				
Sheltered Bungalow	8	0.7				
Sheltered Flat	42	3.6				
Total	1175	100.0				

Table 7 shows section 5 and nomination lets

Table 7 Nomination & S5 Lets								
	Council nomination lets		% of overall lets to	Section % lets to Section 5		% overall		
	General stock	Specialist/sheltered/supported	Council nominations	General stock		lets to Council		
Q1	13	2	6.8%	30	16.9%	20.4%		
Q2	20	5	9.7%	31	14.6%	21.8%		
Q3	13	7	8.7%	23	11.9%	18.7%		
Q4	13	3	8.3%	23	14.8%	20.2%		
Annual	59	17	8.4%	107	14.5%	20.3%		

^{*}Section 5 = general stock only (excludes specialist)

Repairs

In 2015/16 63,711 repairs were carried out and 94% of these were completed within the target timescale. This is a slight increase on 2014/15 when 93% of repairs were completed within target.

Table 8 provides data in respect of repairs completed by category of repair:

- an emergency repair is classed as one where there is a threat to health and safety or where we need to take quick action to prevent damage
- 'right to repair' qualifying repairs are urgent repairs which must be carried out within a specified timescale in terms of the Housing (Scotland) Act 2001
- routine repairs are every day repairs which are required as a result of normal wear and tear of the property
- programmed repairs are generally non-urgent general maintenance repairs which are carried out on a programmed basis rather than carrying out individual responsive repairs (usually larger scale repairs within common ownership)

Table 8 – Repairs					
Category of Repair	Total Completed	Total completed in target time	% completed in target time		
Emergency Completed	11,377	11,212	99%		
Right to Repair Completed	11,729	11,321	97%		
Urgent Completed	1,328	1,247	94%		
Routine Completed	37,909	34,469	91%		
Programmed Completed	1,368	1,345	98%		
Total Repairs Completed	63,711	59,594	94%		

Table 9 provides information on Customer Contact Centre performance in relation to housing repairs calls. This shows the volume of calls in 2015/16 and outcomes for calls received. Over 77,000 calls were made to report repairs and 77% of these were answered. This is a decrease on performance in 2014/15 (when 93% of calls were answered). The average waiting time for all calls was 3 minutes and 30 seconds. This was a rise in waiting time from 2014/15 (when the average waiting time was 56 Seconds). Overall, 21% of calls were answered within the service level target (40 seconds).

The Ren Repairs App saw an increase in use from 758 repairs in 2014/15 to 2018 logged in this manner in 2015/16.

Table 9 - Customer contact centre				
Indicator	Number	Percentage		
Total calls attempted	77,107			
Calls answered	59,032	77%		
Calls abandoned	18,075	23%		
Calls answered within 40 second target time	16,332	21%		
% of all attempted calls answered within 40 sec target (service level)		28%		
Average waiting time	00:03:30			
Maximum waiting time (average)	00:41:46			
'Ren Repairs' app (email correspondence)	3973			

'Ren Repairs' registered repairs	2018	

Homelessness and Housing Advice

The number of homeless applications reduced during 2015/16. This is a continuing trend and is in line with the national picture. It is largely due to the housing options approach which is being used by social landlords, and the impact of the range of homeless prevention measures that are now in place, such as family mediation.

Table 10 Homeless Applications	2013/14	2014/15	2015/16
Number of homeless applications requiring assessment	981	839	832
Total number of service users – those who were homeless, threatened with homelessness, or requiring housing options advice.	1978	2154	2098

Table 11 provides information on the number of applications that were assessed as being statutorily homeless, or threatened with homelessness. Performance in terms of time taken to complete assessments continues to compare well with other Scottish local authorities.

Table 11 Decision Making	2013/14	2014/15	2015/16
Number of applications assessed as 'homeless or threatened with homelessness' (ie the Council had a duty to rehouse)	736	684	689
Proportion of assessments completed within 28 days	88%	84%	95.5%

From April 2016 – March 2016, 533 service users completed a 'satisfaction card' following their interview with a Housing Options Adviser or member of the Homeless Prevention team, and where clients gave an opinion after engaging with the service:

- 95.3 % were pleased with the quality of advice and information they were given.
- 96% were pleased with the overall quality of the service they received.

SECTION 3: Rent Arrears

The reported rent arrears position has improved by £9k from 2014/15 which had in turn reduced by £107k from 2013/14, despite the pressures of Welfare Reform and the roll out of Universal Credit. This continuing improvement reflects the focus on rent collection throughout the year, including the maximisation of DHPs for those under occupying.

Table 12 shows that the annual rental income that due to be collected is just over £46m. At the end of March 2016, £1,239,900 was owed in arrears.

Table 12 - Current Tenant Rent Arrears					
	2013/14	2014/15	2015/16		
Annual Rental Income	£43,973,300	£45,092,800	£46,110,300		
Number of Tenants	11,914	11,835	11,657		
Total Arrears Owed All	£1,355,600	£1,248,600	£1,239,900		

Table 13 shows the recovery action taken and notes that there have been 10 evictions enforced in the last year for rent arrears.

Table 13 – Recovery Action				
	2013/14	2014/15	2015/16	
*NPRP issued	1,176	1,469	1,756	
All Cases calling at Court	850	773	947	
Decrees Granted	96	103	133	
Evictions enforced S/Officer	8	4	10	
Average time first calling	10 weeks	10 weeks	10 weeks	
Average time recalled at court	5 weeks	5 weeks	5 weeks	

Table 14 provides a profile of arrears by value and table 17 shows the status of arrears debt.

Table 14 – Profile of Arrears by Value					
	2013/14	2014/15	2015/16		
Under £250	£124,000	£113,700	£88,000		
Between £250 & £500	£212,300	£81,400	£159,800		
Between £500 & £1,000	£382,300	£345,500	£350,500		
Over £1,000	£637,000	£608,000	£641,600		
TOTALS	£1,355,600	£1,248,600	£1,239,900		

Table 15 – Status of Rent Debt				
	2013/14	2014/15	2015/16	
Arrears Pre Court	£868,300	£769,900	£733,700	
Arrears Post Court	£384,500	£376,000	£413,000	
Arrears Rent Direct	£102,800	£102,700	£93,200	
TOTALS	£1,355,600	£1,248,600	£1,239,900	

Table 16 shows the amount owed by tenants by age profile. Just under 69% of the arrears are from tenants aged between 25 and 49 years, with tenants over the age of 60 having the least amount of arrears.

Table 16 – Profile of Arrears by Age				
	2013/14	2014/15	2015/16	
Under 25 years	£175,800	£159,100	£155,900	
Between 25 & 49 years	£939,100	£859,700	£849,600	
Between 50 & 60 years	£198,700	£188,600	£192,400	
Over 60	£42,000	£41,200	£42,000	
TOTALS	£1,355,600	£1,248,600	£1,239,900	

Table 17 provides summary information on benefit levels comparing with previous years. Benefit uptake remains high with 71% of our tenants in receipt of some form of benefit.

Table 17 – Housing Benefit				
	2013/14	2014/15	2015/16	
Number of tenants	11,914	11,835	11,657	
Tenants with benefit	8,304	8,442	8.263	
Tenants without benefit	3,610	3,393	3.394	
% in receipt of Housing Benefit	70%	71%	71%	