

PART 1 – PUBLIC DOCUMENT

THE ALLOCATION OF DLUHC'S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25

REPORT OF SERVICE DIRECTOR - REGULATORY

EXECUTIVE MEMBER: COUNCILLOR SEAN PRENDERGAST

COUNCIL PRIORITY: PEOPLE FIRST

1. EXECUTIVE SUMMARY

- 1.1. Demand for the Council's homelessness services remains high with the need to secure provision for accommodation and support services for single homeless people, especially those with complex support needs, particularly pressing.
- 1.2. The Council has received Homelessness Prevention Grant funding from the Department for Levelling Up, Housing and Communities (DLUHC), totalling £746k over the two-year period 2023/24 – 2024/25. In order to help it meet its duties under the Domestic Abuse Act 2021, the Council has also received additional Homelessness Prevention Grant funding totalling £71k over 2023/24-2024/25.
- 1.3. This report details proposals for the allocation of this funding for specialist homelessness services for local people.

2. RECOMMENDATIONS

- 2.1. That Cabinet approves the allocation of Homelessness Prevention Grant funding as follows:
 - A) Keystage Housing (£134k in 2023/24, £151k in 2024/25)
 - B) OneYMCA (£172k in 2023/24, £172k in 2024/25)
 - C) SADA core housing service (£20k in 2024/25)
 - D) Rough sleeper outreach service (£35k in 2024/25)
- 2.2. That Cabinet approves the allocation of additional Homelessness Prevention Grant funding provided for domestic abuse duties as follows:
 - A) SADA Community Project (£35k in 2023/24 and £36k in 2024/25)
- 2.3. That Cabinet notes the recent DLUHC announcement of a Ukraine Homelessness Prevention Grant top-up for the Council for 2023/24

3. REASONS FOR RECOMMENDATIONS

- 3.1. There is an urgent need to secure accommodation-based support services for single homeless people in the district. Adopting the recommendations at 2.1(A), 2.1(B) and 2.1(D) would secure the provision of existing, high quality, local services for the next two years, which is in line with the priorities set out in the Council's Homelessness and Rough Sleeping Strategy, contained within the Council's Housing Strategy 2019-2024.
- 3.2. Domestic abuse remains a significant driver of homelessness. Adopting the recommendations at 2.1(C) and 2.2(A) would extend the core housing service that Survivors Against Domestic Abuse (SADA) provides the Council with for a further year and enable expansion of SADA services into the community. SADA is a local specialist provider of domestic abuse support and accommodation services.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1. Cabinet could decide against approving the proposed allocation of government funding. However, there would be an extremely high risk that Keystage Housing and OneYMCA would have to significantly scale down or withdraw their services from the district as they would no longer be financially viable at these levels. In the absence of these specialist services, the Council would once again have to place large numbers of applicants in hotels (which are often outside of the district as many local hotels refuse to accept Council clients). This makes it extremely difficult for clients to engage with and receive assistance for any support needs whilst also incurring significant costs for the Council. SADA also provides specialist services to local people and discontinuing these would worsen outcomes for those fleeing/suffering from domestic abuse.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 5.1 The Executive Member for Housing and Environmental Health, Cllr Sean Prendergast has been consulted on all recommendations bar 2.1(C) and 2.2(A) owing to Cllr Prendergast holding an Other Registrable Interest as a Trustee of SADA.
- 5.2 The Deputy Executive Member for Housing and Environmental Health, Cllr Dave Winstanley, has been consulted on all recommendations.

6. FORWARD PLAN

- 6.1 This report contains a recommendation on a key Executive decision that was first notified to the public in the Forward Plan on 21 April 2023.

7. BACKGROUND

- 7.1. As a local housing authority, the Council has legal duties to assist households who are homeless or who are threatened with homelessness, and to provide accommodation for homeless households in 'priority need' – primarily families and vulnerable individuals. The Council no longer owns or manages any housing stock and it therefore works with housing providers (some with allied support services) to meet local needs.
- 7.2. The Council receives allocations of Homelessness Prevention Grant (HPG) from the Department for Levelling Up, Housing and Communities (DLUHC), which is ring-fenced to support delivery of services to prevent and tackle homelessness. Traditionally, HPG is provided on an annual basis, however the most recent allocation from DLUHC is for two years, 2023/24 – 2024/25, to enable councils to better plan

for services and improve stability of provision. In total, the Council has received an allocation of £746k over the two-year period.

- 7.3. The Council has also received an additional allocation of HPG funding of £71k over 2023/24 – 2024/25 to help it meet its duties under the Domestic Abuse Act 2021. The 2021 Act introduced the provision (amongst others) for eligible homeless victims of domestic abuse to automatically be assigned a ‘priority need’ status and therefore to be owed accommodation duties by the authority.
- 7.4. Demand for Council homelessness services remains high with the Council receiving over 1,200 approaches for homelessness and housing advice over 2022/23 and owing a legal duty to a further 420 households to help prevent or relieve their homelessness. Significant pressure stems from the growth in vulnerable single households (detailed in the information note to [21 June 2022 Cabinet](#)), with this cohort making up almost 40% of main duties owed in 2022/23 compared to just over 20% in 2019/20.

Households owed a main housing duty by NHC

	2019/20	2020/21	2021/22	2022/23
Households owed a main housing duty	65	90	128	112
<i>Of which:</i>				
single households	14	34	58	42
homeless due to domestic abuse	3	6	11	24

- 7.5. Whilst domestic abuse has been a key reason for homelessness approaches to the Council for many years, the above table also illustrates the impact that the new domestic abuse accommodation duties have had, with a sharp rise in main duty cases arising from domestic abuse since the 2021 Act came into force.
- 7.6. In response to the urgent need for increased single homeless provision, the Council, working with local partners, is developing a new integrated pathway of accommodation and support for local single homeless people. New services for the cohort have been developed in Hitchin, at the PAIRS scheme (Provision for Assessment, Intervention and Resettlement Support) operated by Keystage Housing and at 20 High Street in Baldock and the Sanctuary Hitchin, run by OneYMCA (formerly Haven First). Both services deliver accommodation and round-the-clock, on-site support for local people on the single homeless pathway and particularly those with multiple support needs. Access to both services is through direct referral from the Council with the Housing team working closely with both providers to maximise positive outcomes for clients. Clients generally stay at the schemes for a maximum of 18 months, with the ultimate goal of moving-on to more independent accommodation.
- 7.7. Keystage is contracted to provide a service operating out of the former Lord Lister site in Hitchin for a minimum period of ten years (with flexibility built into the contract, allowing for the service to be adapted as the Council’s needs evolve), receiving £200k of DLUHC homelessness grant funding as set out in the delegated decision taken on [13 August 2021](#). OneYMCA (then Haven First) acquired the 20 High Street site on a temporary basis during the pandemic. At its meeting on [13 December 2022](#), Cabinet approved allocation of additional funding received for these schemes from DLUHC, totalling £549k over 2022/23 – 2024/25. This followed a successful bid to the Rough Sleeping Initiative in support of the Council’s single homeless pathway.
- 7.8. The district’s rough sleeper outreach service, also provided by OneYMCA, is an important element of the single homeless pathway and has received Council funding since 2018. The service helps people sleeping rough across the district to access emergency accommodation and specialist support (including for those who chose to

remain on the street) and provides ongoing support in settled accommodation. OneYMCA is currently commissioned to provide this service until 31 March 2024, as set out in the delegated decision taken on [10 March 2021](#).

7.9 The Council has commissioned specialist domestic abuse services from SADA (Survivors Against Domestic Abuse) since 2019. SADA is a local service providing specialist support advice and crisis intervention, including emergency accommodation ('Safe Space' units are available locally and across the county). They are currently commissioned to provide a core housing service until the end of 2023/24, as set out in the delegated decision taken on [10 March 2021](#). The SADA service is embedded within the Council's housing service, with all clients, on approach to the Council and suffering or at risk of domestic abuse being referred directly to SADA for triage, advice and support as appropriate. Over the year 2022/23, the Council's housing team made 185 referrals to SADA with 63 clients referred to refuge spaces.

8. RELEVANT CONSIDERATIONS

8.1 Demand for accommodation-based support services for local single homeless people remains high and there is an urgent need to stabilise provision as far as possible over the coming years. The Council remains reliant on hotel placements where alternative accommodation cannot be immediately sourced or where applicants' support needs are too great for current services. Future demand is likely to remain high with the current cost of living crisis, considerably stretched social care services and ongoing scarcity of affordable accommodation in the private rented sector locally.

Households in temporary accommodation (snapshot at year end)

	31/3/19	31/3/20	31/3/21	31/3/22	31/3/23
Households in TA at year end	85	93	136	104	97
<i>Of which:</i>					
single households	15	33	72	46	32
hotel placements	4	19	58	15	13

8.2 A significant proportion of the single homeless cohort have support needs, many complex. Over three-quarters of single households placed into temporary accommodation (TA) last year had a support need and over half had two or more. Mental health problems are particularly prevalent (over 50% of the cohort), followed by physical ill health (31%), abuse (22%), drug and/or alcohol dependency (18%) and offending history (17%). One-fifth of the cohort have previous histories of homelessness and/or rough sleeping, typically because they have struggled to access support services in the past resulting in a repeated cycle of eviction and homelessness.

8.3 The Keystage and OneYMCA services are key pillars of the local single homeless pathway, providing valuable accommodation-based support services for local people, particularly those with complex support needs. Over 2022/23, OneYMCA accepted almost 100 referrals to their service, with almost 90% of clients presenting with complex needs. At the end of March 2023, there was a waiting list of 16 people. PAIRS has operated at below capacity since May 2022 due to community concerns around the service, with Keystage voluntarily capping occupancy at 10 rooms out of a possible 21 for an extended period. Nonetheless, Keystage were able to support 33 residents in PAIRS over 2022/23. The value of these services lies not just in the provision of accommodation and on-site support for clients but critically, in the bringing together and co-ordination of other relevant specialist services (health, social care, criminal justice etc) to enable clients to address and resolve their support needs

in the round, enabling them to move forward in all aspects of their lives, not just housing.

- 8.4 Without these services, the Council would have to resort to increased hotel use (typically outside of the district as most local hotels refuse to work with this client group), which comes at a financial cost to the Council and a far inferior outcome for vulnerable clients. Experience shows that without intensive help to address support needs, individuals will simply return to previous rough sleeping or other unstable accommodation arrangements. Many of the most vulnerable clients have already struggled to access, or do not meet thresholds of need for other support services provided by Herts County Council, Herts Partnership Foundation Trust, Probation, the NHS and other bodies.
- 8.5 The costs of running supported housing schemes such as the Keystage and OneYMCA services are widely acknowledged to be particularly high due to the high staffing ratios required to ensure that services are adequately resourced and vulnerable clients are supported. Both Keystage and OneYMCA have submitted details regarding the funding gaps they are currently facing, which would make continued operation of their services in the district unviable without additional financial support. It is therefore proposed to allocate the HPG funding received for 2023/24 and 2024/25 as follows, in order to secure continued provision of the Keystage and OneYMCA services for the next two years at least.

	2023/24	2024/25	Total
HPG allocation	£364k	£382k	£746k
PAIRS service	£134k	£151k	£285k
OneYMCA service	£172k	£172k	£344k
SADA core service	Funding already agreed	£20k	£20k
Rough sleeper outreach	Funding already agreed	£35k	£35k
Total	£306k	£378k	£684k

- 8.6 OneYMCA is in the process of securing the lease of its 20 High Street site for a further three years, pending Cabinet's decision on allocation of the HPG funding. [Planning approval](#) has also been obtained for an additional 10 bedrooms, providing a total of 29 en-suite rooms and communal facilities (including communal kitchen, lounge facilities and outdoor courtyard). Beyond this, OneYMCA are considering options for future development in the light of continued uncertainty around the future of the proposed Protea Way hostel in Letchworth which has progressed little since planning approval was obtained in February 2021.
- 8.7 Keystage has concluded legal arrangements which now enable it to be recognised as a housing association. As a result, the operation of the PAIRS service will no longer create subsidy loss for the Council, which will be able to recoup the full cost of Housing Benefit it pays on behalf of PAIRS residents from the Department of Work and Pensions, effective from 1 May 2023.
- 8.8 The proposed allocation of £35k for rough sleeper outreach will extend the service in its current form for one further year, into 2024/25.
- 8.9 The current agreement with SADA for the provision of its core housing service comes to an end in 2023/24 and it is proposed to use £20k of HPG funding to extend funding

for this service for a further year, into 2024/25. It is also proposed to allocate the additional HPG funding provided for domestic abuse duties to SADA, to fund their Community Project, which undertakes work in areas where there is known to be under-reporting of domestic abuse. The Project aims to support local victims, survivors and their families through 1-2-1 casework and to raise awareness more widely by working with and providing training for community partners including schools, police and Herts County Council. SADA is also committed to working with partners on local agendas including mental health, obesity and healthy relationships. In 2022/23, the Project received over 300 referrals and has focussed primarily on the Letchworth area. Allocation of HPG funding for the Community Project in 2023/24 and 2024/25 will enable SADA to expand the project further, into Baldock, Hitchin, Royston, and rural areas.

- 8.10 The DLUHC sent an email to the Council's Managing Director on 12 June 2023 advising of a Ukrainian Homelessness Prevention Grant top up allocation of £199,918 for the Council for 2023/24. This funding is ringfenced for homelessness activity and its aim is to maximise support for Ukrainians, whilst also more generally addressing wider homelessness pressures and to also target those most in need.
- 8.11 Future proposals for the allocation of any remaining HPG for 2023/24 and 2024/25, as well as the funding top up (referenced in paragraph 8.10) will be presented to the Cabinet and/or considered under delegated decision-making arrangements (confirmed in paragraph 9.6) in due course.

9. LEGAL IMPLICATIONS

- 9.1. The Housing Act 1985 Section 1 (1) confirms that the District Council is the Local Housing Authority (LHA).
- 9.2 LHAs' homelessness duties are contained within the Housing Act 1996 Part VII, as amended by the Homelessness Reduction Act 2017 which placed significant new duties on English local housing authorities.
- 9.3 LHAs have a legal duty to provide interim (also known as emergency) accommodation to homeless applicants, if, at any point during their enquiries, there is a reason to believe that an applicant may be:
- homeless
 - eligible for assistance, and
 - in priority need

If an LHA fails to provide interim accommodation, or if the accommodation provided is unsuitable for the applicant, this can be challenged by way of judicial review.

- 9.4 The LHA also holds the 'Relief Duty' which applies when a council is satisfied that an applicant is homeless and eligible for assistance; it requires the Council to take reasonable steps to help the applicant secure that suitable accommodation becomes available for the applicant's occupation for at least six months. This therefore requires the Council to work with the applicant to help them find and retain accommodation to meet this legal duty.
- 9.5 The Cabinet's Terms of Reference provides at paragraph 5.6.15; "To oversee the provision of all the Council's services other than those functions reserved to the Council".
- 9.6 When agreeing the Adoption of a new Housing Strategy (2019-2024) in March 2019, the Cabinet also resolved the following:

In the event the MHCLG provides homelessness funding beyond the financial year 2019/20, the Cabinet authorises the Service Director – Regulatory, in consultation with the Executive Member for Housing and Environmental Health, to decide on the specific allocation of the funds in order to meet homelessness priorities, for the duration of the Strategy.

10. FINANCIAL IMPLICATIONS

- 10.1 The Council received a Homelessness Prevention Grant allocation of £363,909 for 2023/24 and £381,865 for 2024/25 from DLUHC, which is ring fenced for homelessness prevention and relief work.
- 10.2 The Council has also received additional Homelessness Prevention Grant of £35,337 for 2023/24 and £36,004 for 2024/25 to assist it in carrying out its domestic abuse duties.
- 10.3 The Council received notification on 12 June 2023 of a Ukrainian Homelessness Prevention Grant top up allocation of £199,918.

11. RISK IMPLICATIONS

- 11.1 Although the HPG allocation for two years is to be welcomed, there is inherent uncertainty as to what (if any) funding will be available from 2025/26 onwards and thus longer-term stability of services on the single homeless pathway - in particular - remain uncertain. This has been reflected in an amendment to the existing corporate Financial Risk entry concerning the cost of measures to address homelessness.

12. EQUALITIES IMPLICATIONS

- 12.1. In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2. An Equality Impact Assessment has been completed and is attached as Appendix 1. The assessment notes the potential positive impacts this decision will have for some of the most vulnerable members of the community in North Hertfordshire.

13. SOCIAL VALUE IMPLICATIONS

- 13.1. The Social Value Act and “go local” requirements do not apply to this report, however, the proposals contribute to social value by providing community benefits that would otherwise not be realised.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1. There are no known Environmental impacts or requirements that apply to the proposals in this report.

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 No impact.

16. APPENDICES

- 16.1 Appendix 1 – Equality Impact Assessment

17. CONTACT OFFICERS

- 17.1 Ian Fullstone, Director of Regulatory Services ian.fullstone@north-herts.gov.uk; ext 4480
- 17.2 Martin Lawrence, Strategic Housing Manager martin.lawrence@north-herts.gov.uk; ext 4250
- 17.3 Isabelle Alajooz, Legal Commercial Team Manager and Deputy MO isabelle.alajooz@north-herts.gov.uk; ext 4346
- 17.4 Reuben Ayavoo, Policy and Community Engagement Manager reuben.ayavoo@north-herts.gov.uk; ext 4212
- 17.5 Rachel Cooper, Controls, Risk and Performance Manager rachel.cooper@north-herts.gov.uk; ext 4606
- 17.6 Jodie Penfold, Group Accountant jodie.penfold@north-herts.gov.uk; ext 4332
- 17.7 Anne Banner, Benefits Manager anne.banner@north-herts.gov.uk; ext 4610

18. BACKGROUND PAPERS

- 18.1 DLUHC's Homelessness Prevention Grant allocations: [Homelessness Prevention Grant: 2023 to 2025 - GOV.UK \(www.gov.uk\)](https://www.gov.uk)
- 18.2 DLUHC's Ukrainian Homelessness Prevention Grant top up allocations: [£150 million Ukraine Homelessness Prevention Grant top-up local authority allocations \(England only\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

1. Name of activity:	Provision of specialist homelessness services for North Herts residents (allocation of DLUHC Homelessness Prevention Grant 2023/24 – 2024/25)
2. Main purpose of activity:	<ul style="list-style-type: none"> To provide accommodation-based support to single homeless people, especially those with complex needs, with the ultimate aim of assisting clients into independent living. To provide specialist advice, support and emergency accommodation services to victims of domestic abuse.
3. List the information, data or evidence used in this assessment:	<p>NHC Locata database of housing advice and homelessness approaches. NHC assessment of single homelessness in the district, submitted as part of our bid to Rough Sleeping Initiative round 5 (RSI5). Information note to 21 June 2022 Cabinet: update on the demand for accommodation and support services for single homeless people. DLUHC Ending Rough Sleeping for Good Shelter analysis homelessness and BAME community Centrepont LGBTQplus safe spaces ONS statistics Deaths of homeless people in England and Wales</p>

4. Assessment

Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
				A significant proportion of the single homeless cohort have support needs. These include poor mental health (over half of the cohort in 2021/22), physical ill health (one-third) and substance dependency (one-quarter). Additional funding for the pathway will enable the provision of intensive support for those with the most complex needs, many of whom would not be accommodated otherwise (and who have previously been refused access to or evicted from supported

				housing schemes due to poor behaviour and/or unmet support needs). Accessible accommodation is provided for within the pathway (although, generally, supply is a challenge because of the extreme scarcity of affordable accommodation in the district).
A person of a particular race	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
				Minority ethnic groups are more likely to experience homelessness with black people in particular more than three times as likely to (borne out nationally and by our local data, with 7% of single people approaching as homeless in 2022/23 to date being black, despite comprising 2% of the North Herts population). Additional funding for the single homeless pathway is therefore likely to benefit this group in particular.
A person of a gay, lesbian or bisexual sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
				National evidence points to LGBTQ+ people being more at risk of homelessness however local data suggests a very small number of LGBTQ+ people applying as homeless in the district (19 in 2022/23, although a significant proportion – 20% - of applicants chose not to provide this information).
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
				The vast majority of victims of domestic abuse are women, many of whom will have children and with some forced to flee their home for fear of violence. The specialist domestic abuse services funded by the Council are open to both women and men but service users will be predominantly women. Proposed extensions to the services will therefore particularly benefit this cohort.
A person of a particular religion or belief	x	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive

				<p>Young people are more likely to be faced with homelessness and rough sleeping (under 25s made up 19% of those owed a homelessness duty by the Council for assistance this year). Additional funding for homelessness services is therefore likely to particularly benefit younger applicants although decisions as to support and accommodation offered to applicants will always be determined by homelessness legislation and statutory guidance (as in all cases).</p> <p>Note that national evidence shows that life expectancy of rough sleepers is far shorter than for the population as a whole so interventions aimed at this cohort as a whole will promote positive health outcomes.</p>
Transgender	<input type="checkbox"/>	<input type="checkbox"/>	x	<p>Negative</p> <p>Positive</p> <p>National evidence points to LGBTQ+ people being more at risk of homelessness however local data suggests a very small number of people applying as homeless in the district are of a different gender to their sex at birth (2 in 2022/23 although non-response rate of over one-third).</p>

5 Results

	Yes	No	
Were positive impacts identified?	x	<input type="checkbox"/>	Additional funding for the single homeless pathway and domestic abuse services will stabilise provision in the district for the next 2 years. Service users include some of the most vulnerable people in the district who, without assistance, will continue to face ongoing barriers to positive life outcomes (including repeated homelessness, exclusion from society, poverty and ill health) and lack of opportunity to address support needs.
Are some people benefiting more than others? If so explain who and why.	x	<input type="checkbox"/>	<p>These interventions are aimed at those with the most complex support needs, including those with mental health issues, poor physical health, substance misuse and victims of domestic abuse (most likely to be women). Young people, ethnic minority groups and LGBTQ+ people are more likely to experience homelessness, therefore these groups may also benefit more than others.</p> <p>Service providers on the pathway will be required to monitor and report on key measures of performance including outcomes by protected characteristics.</p>
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	x	

6. Consultation, decisions and actions		
If High or very high range results were identified who was consulted and what recommendations were given?		
Consultation has taken place through the planning approvals process and through routine channels of communication with ward councillors, service providers and other specialist agencies in the local homelessness sector.		
Describe the decision on this activity		
See Planning decisions . Earlier delegated decisions relating to funding of services were taken on 18 May 2021 , 13 August 2021 , 25 January 2022 and at Cabinet on 13 December 2022 .		
List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
Regular and close working with service providers through formal and informal contacts will highlight any issues in a timely way.	Contract managers	ongoing
When, how and by whom will these actions be monitored?		
Ongoing and regular dialogue with service providers; formal monitoring and reporting as per contractual agreements. Separate DLUHC monitoring and reporting requirements of NHC for DLUHC funded interventions. Also regular internal monitoring of housing and homelessness activity, published in MIS.		
7. Signatures		
Assessor		
Name: Tiranan Straughan	Signature** T F Straughan	
Validated by		
Name: Martin Lawrence	Signature** M S Lawrence	
Forward to the Corporate Policy Team		
Signature** G R CHAPMAN		
Assessment date: 06/06/23	Review date: 01/06/24	

**** Please type your name to allow forms to be sent electronically.**

A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.