



## URGENT DELEGATED DECISION

Date: 16 November 2021

**Request to the Head of Paid Service to exercise delegated authority as per Responsibility of Functions in Part IV, page 28 of the Constitution.**

**“to determine any matter within the referred or delegated powers and duties of a Committee / Sub Committee / Board / Working Group which is so urgent that a decision must be made before the next meeting of that Committee / Sub-Committee / Board / Working Group is due to be held.”**

Limits on delegation: -

- Before making a decision using this delegated power, the Head of Paid Service shall consult with and take cognisance of the views of the Chairman (or in his absence the VC) of the relevant Committee / Sub-Committee etc; and
- Any decision taken by the Head of Paid Service under this delegated power shall be reported to Members within five working days of the decision being taken.
- During the COVID-19 Pandemic we have also committed to consult with the Leader of the Opposition on such decisions.\*

*\* The Leader of the Opposition was unavailable for the meeting, but was provided with all relevant documentation*

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**Usual Decision Maker: -**

This decision would have been taken by Prosperous Communities Committee / Corporate Policy and Resources Committee.

This decision needs to be made and implementation commence, before these Committees are due to meet in order that the most vulnerable residents can be financially supported as quickly as possible.

The decision is in response to receiving additional Government Funding which must be spent before 31 March 2022.

Call-in does not apply.

## **Background**

The background to this decision is as detailed in the report titled “**Support for Vulnerable Renters** ” which is appended to this decision.

## **Reason for Urgency and Rationale for use of urgent Delegated Decision**

During the COVID 19 Pandemic the rules around evictions and notice periods were amended to support those who found themselves in vulnerable situation due to the impact of the Pandemic on peoples’ ability to work and earn.

With these rules now reverting to pre-covid status, the Government have acknowledged that evictions may increase, and as such, has given Councils in England additional top up grants to their existing Homelessness Prevention Grant, to support low-income earners in rent arrears – helping to prevent homelessness and support families get back on their feet following the coronavirus pandemic. West Lindsey’s additional allocation was £37,646.

An urgent decision was required to seek approval to use this additional funding by establishing a fund of one off payments, to those eligible, as quickly as possible to ensure the most vulnerable residents and those at risk of homelessness could be supported.

The full rationale for the decision, the criteria applicants would need to meet to be eligible for payment and the intended promotion routes were contained within the report which is appended.

## **Financial Detail and Implications**

### **Financial : FIN/134/22/SJB**

Full financial details and implications are contained within the appended report.

A grant of £37,646 has been awarded by the Department for Levelling Up, Housing and Communities, but has not yet been received. The grant is a top up of our existing Homelessness Prevention Grant (£179,541 in 2021/22, £217,187 in total once this grant is received) and is ringfenced to prevent homelessness by supporting low income private tenants who are in Covid19 rent arrears to avoid eviction or to find a new home.

The grant must be used before 31<sup>st</sup> March 2022.

## **Notes of Consultation Relevant to the Decision**

The purpose of the one- off payment was to target those who needed it most in the following areas: -

- support low-income private renters with COVID-19 related rent arrears to avoid eviction
- or find a new home where necessary in order to prevent homelessness,

It was not to be spent on temporary accommodations costs.

To be eligible the applicant

- must be able to afford the rent of the property in the long term
- Rent arrears must have occurred because of COVID related issues such as loss of employment, illness.

No financial cap was been proposed. The rationale being that those with higher rents would not be able to receive help to the same degree with lower rents, if payments were capped. This recognised the housing differences across the District.

The scheme would be targeted at landlords and any payments would be made direct to the landlord as opposed to the tenants.

Whilst demand was difficult to predict it was not anticipated the whole fund would be utilised. It was indicated that as the additional funding was a top-up to the existing Homelessness Prevention Grant, it was not anticipated nor had it been indicated this would need to be paid back. Historically Homeless Prevention Grants were rolled across financial years.

All Members present indicated their support for allocating the additional funding as proposed.

### **Decision**

That on receipt of the additional funding totalling £37,646, as a top-up to the existing Homelessness Prevention Grant, it be allocated and spent in accordance with the criteria contained with the report appended.



.....  
Ian Knowles  
Head of Paid Service

As the Chairman of the Corporate Policy and Resources Committee I have been fully consulted on this matter



.....  
Anne Welburn  
Chairman of Corporate Policy and Resources

As the Chairman of the Prosperous Communities Committee and Leader of the Council I have been fully consulted on this matter



.....

Owen Bierley

Leader of the Council / Chairman of the Prosperous Communities Committee

Date all Members were notified of the decision: 24 November



## MANAGEMENT TEAM REPORT

**SUBJECT:** Support for Vulnerable Renters

**REPORT AUTHOR:** Rachel Parkin

**MT MEETING DATE:** Monday, 15 November 2021

COMMITTEE	DIRECTORS
	Assistant Director Homes and Communities

### FINANCIAL IMPLICATIONS:

The grant of £37,646 has been awarded by the Department for Levelling Up, Housing and Communities, but has not yet been received. The grant is a top up of our existing Homelessness Prevention Grant (£179,541 in 2021/22, £217,187 in total once this grant is received) and is ringfenced to prevent homelessness by supporting low income private tenants who are in Covid19 rent arrears to avoid eviction or to find a new home.

The grant must be used before 31<sup>st</sup> March 2022.

Spend against the grant will be monitored to ensure the grant is utilised before the end of the financial year.

**FIN REF:** FIN/134/22/SJB

**HUMAN RESOURCES IMPLICATIONS:** none

**HR REF:**

**LEGAL IMPLICATIONS:** None

**SECTION 17 CRIME AND DISORDER CONSIDERATIONS:**

**CLIMATE RELATED RISKS AND OPPORTUNITIES:**

**HEALTH IMPLICATIONS:****DATA PROTECTION IMPLICATIONS:****RISKS AND MITIGATING ACTION:**

**DECISION(S) REQUIRED:** Seeking permission for an urgent delegated decision to agree the criteria of the scheme.

**N.B – please state if the report is for information only**

**Introduction**

Funding has been awarded to councils in England to support low income earners in rent arrears to prevent homelessness. West Lindsey has been awarded £37,646 as a top up to our existing Homelessness Prevention Grant. In normal circumstances this request would go to Prosperous Communities Committee for a decision but due to time constraints and the necessity to spend the funding before 31<sup>st</sup> March 2022 and the next Prosperous Communities Committee not scheduled until 6<sup>th</sup> December Management Team is requested to agree to an urgent delegated decision to ensure the maximum number of people can be supported through this funding.

**Background**

Vulnerable renters struggling due to the impact of the pandemic will be helped by a £65 million support package from the Department for Levelling Up, Housing and Communities. West Lindsey have been awarded £37,646. The formal letter is located in Appendix A

The funding has been given to councils in England to support low-income earners in rent arrears – helping to prevent homelessness and support families get back on their feet following the coronavirus pandemic. It is for councils to determine the best way to support each household on a case-by-case basis. Any payment is likely to be paid directly to the existing landlord, or a new landlord if the money is being used to support a household to find a new home.

This is a top-up to the existing Homelessness Prevention Grant, is ring fenced for homelessness and is to ensure local authorities are resourced to take action to prevent homelessness and continue to implement the Homelessness Reduction Act 2017.

## **Purpose**

The purpose of this one-off payment is to target those who need it most in the following areas:

- support low-income private renters with COVID-19 related rent arrears to avoid eviction
- or find a new home where necessary in order to prevent homelessness,
- It is not to be spent on temporary accommodation costs

As this is a top up to the Homeless Prevention Grant for 2021/2022 this money is to be used for customers before 31<sup>st</sup> March 2022.

The criteria for the fund does not need to be too prescriptive as it is intended to help anyone at risk of homelessness due to rent arrears or needs help finding alternative accommodation.

## **Suggested Criteria**

- The applicant must be able to afford the rent of the property in the long term
- Rent arrears have occurred because of COVID related issues such as loss of employment, illness

## **Publicity**

It is intended that landlords and residents are targeted with a publicity campaign. The aim is that landlords who have got tenants with rent arrears to approach Home Choices. The team are aiming to build relationships which may have been lapsed through the pandemic and help landlords feel supported and also want residents to approach who may be embarrassed or worried about their situation having the knowledge that there are options available to them. Additional comms will also be issued in January 2022 for those families who may be struggling after Christmas.

## **Recommendation**

That Management Team agree to an urgent delegated decision for the spend of this funding



Department for Levelling Up,  
Housing & Communities

**Penny Hobman**

*Director of Homelessness and Rough  
Sleeping*

**Department for Levelling Up,  
Housing and Communities**

2 Marsham Street  
London SW1P 4DF

[www.gov.uk/dluhc](http://www.gov.uk/dluhc)

To Local Authority Chief Executives

23 October 2021

## **Support for vulnerable renters this Winter**

Thank you for your continuing work to support rough sleepers and homeless households. I know that you and your staff are working hard to support vulnerable people.

The Government has protected renters across the country throughout the pandemic, providing an unprecedented £400 billion support package for the economy, a six-month stay on possession proceedings to protect renters from eviction, and extended notice periods. Thanks to this support, the vast majority (93%) of private renters are up to date with their rent. With the UK economic recovery gathering pace, the Government is continuing to help people into work and to increase their earning potential – the most sustainable route to financial security. We are investing billions through the Plan for Jobs and the Lifetime Skills Guarantee.

We recognise, however, that some private renters have rent arrears built up as a result of the pandemic and that vulnerable households may need additional support.

### **Homelessness Prevention Grant – Winter 2021 COVID-19 rent arrears financial support**

Today the Government is announcing that an additional £65 million will be made available to local authorities in 2021/22 through the Homelessness Prevention Grant to support local authorities to help vulnerable households with rent arrears to reduce the risk of them being evicted and becoming homeless.

The purpose of this exceptional one-off payment is to support low-income private renters with COVID-19 related rent arrears to avoid eviction or find a new home where necessary in order to prevent homelessness, with local authorities able to target funding to those who need it most and help them get back on their feet.

The details of allocations to local authorities of the £65 million additional Homelessness Prevention Grant are attached at Annex A.

#### Conditions of funding

As a top-up to the existing Homelessness Prevention Grant, this grant is ringfenced for homelessness to target those most in need and to ensure local authorities are resourced to take action to prevent homelessness and continue to implement the Homelessness Reduction Act 2017.



We expect you to use the fund to maximise upstream homelessness prevention for low-income private renters in COVID-19 related rent arrears in particular.

**We do not expect this funding to be spent on temporary accommodation costs.**

DLUHC will continue to provide support to local authorities through our Homelessness Advice and Support Team. Advisers will be in contact with local authorities to discuss how you plan to use this funding to prevent homelessness due to COVID-19 related rent arrears from the private rented sector.

The funding has been allocated on the same basis as the HPG allocation for 2021/22, the methodology for which can be found on: [GOV.UK](https://www.gov.uk)

Wider investment

Today's additional £65 million investment builds on the £310 million in funding already available to local authorities through the Homelessness Prevention Grant - a £47 million uplift on last year to help fully enforce the Homelessness Reduction Act - which is part of the overall investment of more than £750 million this year to tackle homelessness and rough sleeping.

This announcement underlines the Government's commitments to supporting renters and to tackling homelessness and rough sleeping. It will allow us to build upon the success we have had in tackling homelessness and rough sleeping, with the number of families in temporary accommodation now at the lowest level since 2016 and a 37% decrease in rough sleeping recorded in the 2020 Annual Rough Sleeping Snapshot compared to 2019.

The £65 million funding is in addition to the £421 million Household Support Fund to help vulnerable families in England with essentials over the coming months, which will be distributed by councils to those who need it most, including for example, through small grants to meet daily needs such as food, clothing, and utilities. Further support is also available to renters through the welfare system. This includes £140 million in Discretionary Housing Payments funding, which is available for local authorities this financial year to distribute to support renters with housing costs.

If you have any questions relating to this letter please email:

HomelessnessPolicy@communities.gov.uk

**Yours sincerely,**



**Penny Hobman**  
**Director of Homelessness and Rough Sleeping**  
**Department for Levelling Up, Housing and Communities**

## Annex A: Allocations

Local Authority	Homelessness Prevention Grant - Winter 2021 Exceptional Top Up allocation for 2021-22
Adur	£53,412
Allerdale	£29,518
Amber Valley	£55,634
Arun	£169,954
Ashfield	£55,879
Ashford	£111,947
Babergh	£46,339
Barking and Dagenham	£906,716
Barnet	£1,188,194
Barnsley	£76,904
Barrow-in-Furness	£42,134
Basildon	£203,523
Basingstoke and Deane	£147,509
Bassetlaw	£48,560
Bath and North East Somerset	£98,991
Bedford	£177,961
Bexley	£544,181
Birmingham	£1,503,672
Blaby	£27,757
Blackburn with Darwen	£64,162
Blackpool	£121,041
Bolsover	£29,829
Bolton	£141,452
Boston	£27,557
Bournemouth, Christchurch and Poole	£381,119
Bracknell Forest	£112,871
Bradford	£313,460
Braintree	£86,350
Breckland	£76,300
Brent	£1,468,619
Brentwood	£42,571
Brighton and Hove	£1,308,406
Bristol, City of	£610,641
Broadland	£62,170
Bromley	£771,270
Bromsgrove	£33,254
Broxbourne	£156,870
Broxtowe	£45,820
Buckinghamshire Council	£345,188

Burnley	£42,070
Bury	£97,134
Calderdale	£81,440
Cambridge	£141,918
Camden	£553,917
Cannock Chase	£53,362
Canterbury	£132,298
Carlisle	£41,697
Castle Point	£74,965
Central Bedfordshire	£136,367
Charnwood	£60,574
Chelmsford	£183,866
Cheltenham	£75,927
Cherwell	£102,728
Cheshire East	£117,324
Cheshire West and Chester	£171,379
Chesterfield	£46,002
Chichester	£78,718
Chorley	£33,609
City of London	£28,132
Colchester	£190,882
Copeland	£26,269
Cornwall	£363,941
Cotswold	£27,944
County Durham	£157,890
Coventry	£272,489
Craven	£16,597
Crawley	£182,330
Croydon	£1,516,689
Dacorum	£125,474
Darlington	£41,334
Dartford	£120,526
Derby	£206,801
Derbyshire Dales	£25,040
Doncaster	£155,025
Dorset	£186,507
Dover	£102,611
Dudley	£141,205
Ealing	£1,188,197
East Cambridgeshire	£67,858
East Devon	£54,804
East Hampshire	£83,219
East Hertfordshire	£65,422
East Lindsey	£84,810

East Riding of Yorkshire	£100,120
East Staffordshire	£56,514
East Suffolk	£123,894
Eastbourne	£141,679
Eastleigh	£72,290
Eden	£16,325
Elmbridge	£108,973
Enfield	£1,871,957
Epping Forest	£117,888
Epsom and Ewell	£98,976
Erewash	£41,670
Exeter	£124,816
Fareham	£58,548
Fenland	£68,761
Folkestone and Hythe	£107,770
Forest of Dean	£29,908
Fylde	£22,531
Gateshead	£109,057
Gedling	£54,171
Gloucester	£144,159
Gosport	£116,637
Gravesham	£71,695
Great Yarmouth	£81,542
Greenwich	£756,834
Guildford	£87,579
Hackney	£1,186,851
Halton	£72,303
Hambleton	£26,295
Hammersmith and Fulham	£791,256
Harborough	£19,711
Haringey	£1,760,010
Harlow	£116,246
Harrogate	£84,969
Harrow	£471,032
Hart	£54,622
Hartlepool	£39,837
Hastings	£226,066
Havant	£122,123
Havering	£491,560
Herefordshire, County of	£77,240
Hertsmere	£93,004
High Peak	£37,231
Hillingdon	£518,098
Hinckley and Bosworth	£47,293

Horsham	£78,946
Hounslow	£611,588
Huntingdonshire	£138,887
Hyndburn	£30,509
Ipswich	£149,573
Isle of Wight	£160,295
Isles of Scilly	£247
Islington	£768,785
Kensington and Chelsea	£980,985
King's Lynn and West Norfolk	£98,544
Kingston upon Hull, City of	£201,621
Kingston upon Thames	£335,341
Kirklees	£212,477
Knowsley	£95,691
Lambeth	£1,218,831
Lancaster	£100,414
Leeds	£491,632
Leicester	£198,912
Lewes	£109,062
Lewisham	£1,013,637
Lichfield	£42,661
Lincoln	£76,883
Liverpool	£334,926
Luton	£805,751
Maidstone	£164,011
Maldon	£29,841
Malvern Hills	£28,490
Manchester	£688,955
Mansfield	£65,057
Medway	£325,870
Melton	£21,778
Mendip	£59,713
Merton	£285,096
Mid Devon	£41,397
Mid Suffolk	£39,794
Mid Sussex	£90,733
Middlesbrough	£66,708
Milton Keynes	£417,344
Mole Valley	£59,296
New Forest	£129,942
Newark and Sherwood	£47,446
Newcastle upon Tyne	£130,108
Newcastle-under-Lyme	£38,484
Newham	£2,382,216

North Devon	£83,108
North East Derbyshire	£29,664
North East Lincolnshire	£80,488
North Hertfordshire	£71,254
North Kesteven	£48,173
North Lincolnshire	£72,145
North Norfolk	£65,038
North Northamptonshire	£208,586
North Somerset	£117,938
North Tyneside	£77,534
North Warwickshire	£34,111
North West Leicestershire	£27,759
Northumberland	£103,037
Norwich	£124,889
Nottingham	£271,837
Nuneaton and Bedworth	£72,903
Oadby and Wigston	£29,263
Oldham	£111,501
Oxford	£223,729
Pendle	£36,251
Peterborough	£280,378
Plymouth	£210,494
Portsmouth	£296,715
Preston	£66,205
Reading	£321,771
Redbridge	£1,102,471
Redcar and Cleveland	£45,164
Redditch	£66,033
Reigate and Banstead	£140,114
Ribble Valley	£14,240
Richmond upon Thames	£296,753
Richmondshire	£27,522
Rochdale	£142,742
Rochford	£58,694
Rossendale	£28,802
Rother	£96,919
Rotherham	£116,416
Rugby	£63,851
Runnymede	£72,696
Rushcliffe	£34,006
Rushmoor	£99,176
Rutland	£13,446
Ryedale	£17,885
Salford	£200,263

Sandwell	£245,672
Scarborough	£87,729
Sedgemoor	£76,999
Sefton	£112,489
Selby	£26,785
Sevenoaks	£91,188
Sheffield	£283,014
Shropshire	£142,246
Slough	£205,404
Solihull	£183,047
Somerset West and Taunton	£92,894
South Cambridgeshire	£106,713
South Derbyshire	£43,259
South Gloucestershire	£138,852
South Hams	£35,476
South Holland	£34,936
South Kesteven	£70,418
South Lakeland	£32,277
South Norfolk	£46,643
South Oxfordshire	£73,832
South Ribble	£31,751
South Somerset	£95,084
South Staffordshire	£27,439
South Tyneside	£76,775
Southampton	£270,331
Southend-on-Sea	£139,087
Southwark	£1,142,226
Spelthorne	£126,753
St Albans	£102,303
St. Helens	£68,302
Stafford	£43,495
Staffordshire Moorlands	£30,415
Stevenage	£105,013
Stockport	£146,301
Stockton-on-Tees	£87,330
Stoke-on-Trent	£164,765
Stratford-on-Avon	£76,787
Stroud	£43,935
Sunderland	£98,593
Surrey Heath	£66,757
Sutton	£368,306
Swale	£138,823
Swindon	£403,228
Tameside	£137,626

Tamworth	£51,530
Tandridge	£64,370
Teignbridge	£91,974
Telford and Wrekin	£78,513
Tendring	£163,746
Test Valley	£77,922
Tewkesbury	£44,219
Thanet	£180,818
Three Rivers	£59,137
Thurrock	£180,019
Tonbridge and Malling	£80,247
Torbay	£156,331
Torridge	£51,693
Tower Hamlets	£1,226,979
Trafford	£136,876
Tunbridge Wells	£88,379
Uttlesford	£39,405
Vale of White Horse	£53,279
Wakefield	£161,610
Walsall	£173,726
Waltham Forest	£1,151,911
Wandsworth	£937,253
Warrington	£115,492
Warwick	£75,538
Watford	£131,245
Waverley	£126,576
Wealden	£114,461
Welwyn Hatfield	£102,963
West Berkshire	£55,047
West Devon	£36,616
West Lancashire	£28,384
West Lindsey	£37,646
West Northamptonshire	£284,939
West Oxfordshire	£53,117
West Suffolk	£137,593
Westminster	£1,434,699
Wigan	£147,280
Wiltshire	£210,741
Winchester	£62,923
Windsor and Maidenhead	£311,000
Wirral	£107,686
Woking	£82,926
Wokingham	£97,349
Wolverhampton	£185,848



Worcester	£97,366
Worthing	£75,847
Wychavon	£74,276
Wyre	£54,204
Wyre Forest	£72,193
York	£79,319