

## REPORT FOR STEERING GROUP – 16.10.06

### Appendix 13

#### Highlight Report

<b>Period Covered</b>	16 October 2006 – 23 January 2007					
<b>Stage Name</b>	Delivery Phase					
<b>Overall Stage Status</b>	<ul style="list-style-type: none"> <li>Engagement of RSL's in establishing a clear and consistent approach in discussing delivering rehousing and/or adaptation options.</li> <li>Engagement of Private Sector Landlords in providing suitable accommodation which can be adapted to meet the demands of the Social Housing Register.</li> <li>Continue in the formulation of procedures and protocols to assist Derby Homes, DFG Team, Housing Options and Social Services deliver a more effective and shared approach to rehousing disabled applicants.</li> <li>Continue development of housing stock for disabled people in Derby which will meet their needs.</li> </ul>					<b>Rating</b> Amber
<b>Budget Status</b>						<b>Rating</b> Green
<b>Status of Products being developed during this stage</b>	<b>Product Name</b>	<b>Status</b>	<b>Forecast Time</b>	<b>Actual Time</b>	<b>Forecast Cost</b>	<b>Actual Cost</b>
	<ul style="list-style-type: none"> <li>Procedures and guidelines have been formulated explaining process of rehousing with all housing partners.</li> </ul>	Green completed				
	<ul style="list-style-type: none"> <li>Standardised Rehousing Assessment proforma devised as a draft and piloted.</li> </ul>	Green completed				

	<ul style="list-style-type: none"> <li>To train Adult Social Services staff on how to implement guidelines in relation to using the rehousing assessment proforma.</li> </ul>	amber		07.02.07 ILTW 14.02.07 ILTS 28.02.07 ILTN		
	<ul style="list-style-type: none"> <li>Devise protocol with housing strategy in development of housing stock and the role of the CCM's and Disabled Housing Project.</li> </ul>	Amber		24.01.07 1pm		
	<ul style="list-style-type: none"> <li>To engage RSL partners to use rehousing assessment proforma and pre-vacancy sheet to standardize information received by Homefinder Team so that translates onto Abrisas correctly.</li> </ul>	Amber				

	<ul style="list-style-type: none"> <li>• Meet with Jonathan Drifil, Managing Director of FCH RSL; and Chair of RSL forum group to discuss above.</li> </ul>	Amber		Meet in Nov 06		
	<ul style="list-style-type: none"> <li>• Invited to RSL Chief Executive forum to present project and how RSLs can engage.</li> </ul>	Amber		25.01.07 10.30am		
	<ul style="list-style-type: none"> <li>• Meeting Private Landlords to encourage engagement to increase housing stock for disabled applicants on social housing register.</li> </ul>	Amber		15.02.07 10.00am		

	<ul style="list-style-type: none"> <li>Review of Derby Homes adaptation meeting to have one a strategic/operational meeting re: adaptations and rehousing and another one to discuss "Emergency" cases for adaptation and rehousing. This streamlines processes and encourages greater partnership working.</li> </ul>	Amber		Meeting changed to this format from March 07		
	<ul style="list-style-type: none"> <li>Derby Homes IT systems to start collating how many people effectively rehoused, timescale, area and to which type of property.</li> </ul>	Amber	April 07			

	<ul style="list-style-type: none"> <li>To continue work with Housing Strategy in development of housing stock for disabled applicants.</li> </ul>	Amber	Continuous			
	<ul style="list-style-type: none"> <li>Continue to support CCM's in assisting them in nominating suitable disabled applicants to suitable properties.</li> </ul>	Amber	Continuous			
	<ul style="list-style-type: none"> <li>Anticipated outcome of reviewing DFG's Thurs 18.01.07.</li> </ul>	Amber once released	Thurs 18 Jan 07			
<b>Any additional achievement</b>	<ul style="list-style-type: none"> <li>Asked by Housing Strategy to review plans for Mickleover University site development. Following reading plans and negotiation with developer and architect all baths removed and replaced with level access showers and doors widened to 900mm.</li> <li>Meeting with RSL's forum chair to engage them in project and standardised practices.</li> <li>Completed devising guideline procedures and rehousing assessment proforma which is to be used by all Housing Advisors.</li> <li>Assisted in review of Derby Homes adaptation meeting and suggested new format.</li> </ul>					
<b>Exceptions</b>	None identified.					
<b>Emergent Risks</b>	<ul style="list-style-type: none"> <li>Lack of funding to continue project and deliver outcomes.</li> </ul>					

<b>Project Issue Status</b>	<ul style="list-style-type: none"> <li>• To continue to encourage all housing partners to start collating statistics that can assist in future projections for disabled housing stock requirements.</li> <li>• Review of CCM's role and how this will translate with new working practices in Housing Options Centre.</li> </ul>
<b>Budget and schedule impact of issues on this stage</b>	<p>In order to improve the service additional funding will be required to:-</p> <ul style="list-style-type: none"> <li>• Continue this project to ensure delivery of outcomes</li> <li>• Review of CCM's role and possibility of having suitably qualified officers in the community care team in housing options, whom have the knowledge of assessment and provision.</li> </ul>
<b>Impact on the Business Benefit</b>	<ul style="list-style-type: none"> <li>• The project will identify clearly the shortfall in the housing needs of disabled people.</li> <li>• It will target these shortfalls as variables in order to co-ordinate and streamline procedures for assessing the housing options available for disabled people.</li> <li>• Clear, consistent and effective procedures and guidelines will be identified and documented to assist all stakeholders in provision of a co-ordinated service to disabled users.</li> <li>• The system developed will benefit disabled people, social services workers and housing employees.</li> <li>• The above will have cost effectiveness implications as all stakeholders will be aware of their specific role within the developed system and will assist with budgetary management.</li> </ul>
<b>Any other comments</b>	<p><b>Recommendations to Steering Group</b></p> <ul style="list-style-type: none"> <li>• Advice that at this immense time of change that all housing partners consult effectively to ensure that any new systems are effective for all concerned and meets all housing needs.</li> <li>• To explore securing funding to continue this project so that outcomes can be delivered and monitored.</li> <li>• Management commitment to appraise IT systems and how information required for future planning and mapping can be stored, collated and retrieved as needed.</li> </ul>
<b>Prepared By</b>	Sam Narryoa – SROT DipCOT