

Council



Listening Learning Leading

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Date: 3 July 2024

Website: www.southoxon.gov.uk

Summons to attend a meeting of Council

to be held on

THURSDAY 11 JULY 2024 AT 6.00 PM

at

DIDCOT CIVIC HALL, BRITWELL ROAD, DIDCOT, OX11 7JN

Alternative formats of this publication are available on request. These include large print, Braille, audio cassette or CD, and email. For this or any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.

Vivien Williams
Head of Legal and Democratic (Interim)

Note: Please remember to sign the attendance register.

Agenda

1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 3 - 11)

To adopt and sign as a correct record the Council minutes of the meeting held on 16 May 2024.

3 Declarations of interest

To receive declarations of disclosable pecuniary interests, other registrable interests and non-registrable interests or any conflicts of interest in respect of items on the agenda for this meeting.

4 Urgent business and chair's announcements

To receive notification of any matters which the chair determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chair.

5 Public participation

To receive any questions or statements from members of the public that have registered to speak.

6 Petitions

To receive any petitions from the public.

7 Local Authority Housing Fund 3 (Pages 12 - 55)

Cabinet, at its meeting on 27 June 2024, considered a report on the additional grant funding made available under Local Authority Housing Fund 3 (LAHF 3) to support the provision of housing for the council's refugee accommodation programme and for accommodation for general homelessness use.

The Cabinet report is attached.

Cabinet resolved to accept the Department for Levelling Up, Housing and Communities' grant of £840,500 (indicative Local Authority Housing Fund 3 allocation) to deliver four homes that meet the eligibility criteria outlined within the Local Authority Housing Fund 3 prospectus, and to authorise the deputy chief executive – transformation and operations to sign the Memorandum of Understanding with the Department for Levelling Up, Housing and Communities, which sets out the understanding between both parties for the use of funding.

CABINET RECOMMENDATION TO COUNCIL:

To add £1.864 million to the approved capital programme, part funded by Local Authority Housing Fund 3 funding of £840,500 to purchase four homes under this scheme.

8 Report of the leader of the council

To receive the report of the leader of the council.

9 Questions on notice

No questions submitted from councillors in accordance with Council procedure rule 35.

10 Motions on notice

No motions submitted from councillors in accordance with Council procedure rule 39.

11 Exclusion of the public

To consider whether to exclude members of the press and public from the meeting for the following items of business under Section 12A of the Local Government Act 1972 as amended on the grounds that:

- (i) It is likely that there will be disclosure of exempt information as defined in paragraph 3 of Schedule 12A, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

12 Application for Grant Funding by Soha Housing Ltd – Windmill Road, Thame (Pages 56 - 90)

Cabinet, at its meeting on 27 June 2024, considered the confidential report of the head of environment and housing on the provision of grant funding using commuted sums held by the council, towards an affordable housing project being delivered by a registered provider of affordable housing on a site in Thame.

Cabinet's recommendations are attached.

13 End of Capita contract in September 2025 and options for the services still within the contract (Pages 91 - 100)

To consider the report of the Deputy Chief Executive: Partnerships – report attached.

Minutes

OF THE ANNUAL MEETING OF THE Council



Listening Learning Leading

**Held on Thursday 16 May 2024 at 6.00 pm
Didcot Civic Hall, Britwell Road, Didcot, OX11 7JN**

Present in the meeting room:

Councillors: David Turner (Chair), Kellie Hinton, Ken Arlett, Pieter-Paul Barker, James Barlow, Robin Bennett, David Bretherton, Sam Casey-Rerhaye, Sue Cooper, Maggie Filipova-Rivers, Mike Giles, Kate Gregory, Georgina Heritage, Sam James-Lawrie, Katharine Keats-Rohan, Mocky Khan, Axel Macdonald, Denise Macdonald, James Norman, Andrea Powell, Leigh Rawlins, David Rouane, Anne-Marie Simpson, Ed Sadler, Ian Snowdon, Andrew Tinsley, Freddie van Mierlo and Tony Worgan

Officers: Steven Corrigan, Democratic Services Manager, Mark Stone, Chief Executive and Vivien Williams, Head of Legal and Democratic and Monitoring Officer (interim)

1 Election of chair

The outgoing Chair, Councillor Turner, reviewed his two years as Chair of the council and thanked councillors and the vice-chair for their assistance and support during this time. He advised that he had raised approximately £1300 for his chosen charities – River Thames Conservation Trust and First Steps Family Hubs in Chalgrove and Watlington.

Councillors Rouane, Khan, Arlett, Snowdon and Powell paid tribute to Councillor Turner in recognition of his work as Chair of the council during the past two years.

Councillor Turner invited nominations for Chair.

Councillor Hinton was nominated as chair for the 2024/25 municipal year. Councillor Turner as proposer and Councillor Powell as seconder spoke in support of the nomination.

RESOLVED: to elect Councillor Hinton as Chair of the council for the 2024/25 municipal year, until the next annual meeting of the Council in May 2025.

Councillor Hinton signed the declaration of acceptance of office and made an acceptance speech.

2 Appointment of vice-chair

Councillor Keats-Rohan was nominated as vice-chair for the 2024/25 municipal year. Councillor Rouane as proposer and Councillor Powell as seconder spoke in support of the nomination.

RESOLVED: to elect Councillor Keats-Rohan as vice-chair of the council for the 2024/25 municipal year, until the next annual meeting of the Council in May 2025.

Councillor Keats-Rohan signed the declaration of acceptance of office and made an acceptance speech.

3 Apologies for absence

Apologies for absence were received from Councillors Bearder, Dragonetti, Gawrysiak, Gordon-Creed, Kantor, Manning, Mohammed and Robb.

4 Minutes

RESOLVED: to approve the minutes of the meeting held on 22 February 2024 as a correct record and agree that the Chair sign them as such.

5 Declarations of interest

None.

6 Urgent business and chairs announcements

The Chair advised that there was no urgent business.

She advised that as Chair she would be raising funds for the following charities:

- Riverside Counselling Service
- NOMAD Henley
- Project 90-10

7 Code of Corporate Governance

Council considered the report of the head of legal and democratic on the revised local Code of Corporate Governance, which had been recommended for adoption by the Joint Audit and Governance Committee at their meeting on the 15 April 2024.

Council was satisfied with the revised code of corporate governance and agreed that it should be included in the council's constitution.

RESOLVED: to adopt the revised local code of corporate governance attached to the report of the head of finance to the Joint Audit and Governance Committee on 15 April 2024 and include it in the council's constitution.

8 Appointments to committees, panels and joint committees for 2024/25

Council considered the report of the head of legal and democratic on the appointment of those committees and joint committees which are required to be politically balanced; together with the Climate Ecological Emergencies Advisory Committee, Licensing Acts Committee, Community Grants Panel and appointments to joint bodies.

The chair referred to the recommendations set out in the report, and circulated at the meeting, which covered the committee appointments for the 2024/25 municipal council year. The democratic services manager advised of one amendment to the table – Councillor Mohammed to replace Councillor Cooper as a substitute member on the Climate Ecological Emergencies Advisory Committee.

These recommendations were that Council:

1. appoints the committees and panels for the 2024/25 year, allocates seats to each political group and appoints councillors and substitutes to sit on them in accordance with paragraphs 9-13 of the head and legal and democratic report attached to the agenda, as set out in the schedule circulated at the meeting;
2. appoints chairs and vice-chairs as set out in the schedule circulated at the meeting;
3. appoints members to the Community Grants Panel in accordance with paragraphs 15 and 16 of this report and as set out in the schedule circulated at the meeting;
4. appoints members to the Climate and Ecological Emergencies Advisory Committee in accordance with paragraphs 17 and 18 of this report and as set out in the schedule circulated at the meeting;
5. appoints members to the Licensing Acts Committee in accordance with paragraphs 19-21 of this report and as set out in the schedule circulated at the meeting;
6. appoints a representative and a substitute on the Oxfordshire Joint Health Overview and Scrutiny Committee;
7. appoints a representative and a substitute on the Thames Valley Police and Crime Panel;
8. appoints three representatives to the Future Oxfordshire Partnership Scrutiny Panel;
9. authorises the head of legal and democratic to make appointments to any vacant committee or panel seat and substitute positions in accordance with the wishes of the relevant group leader.

RESOLVED: That for the 2024/25 municipal year to:

1. appoint the following committees and panels for the 2024/25 municipal year and to appoint the membership, substitutes and chairs and vice-chairs as indicated to sit on them (see table below);

Planning Committee, 11 Members			
Green (3)	Henley Residents Group (1)	Labour & Co-operative (1)	Liberal Democrat (6)
Peter Dragonetti (Vice-Chair)	Ken Arlett	Axel Macdonald	Tim Bearder
Ali Gordon-Creed			David Bretherton (Chair)
Jo Robb			Katharine Keats-Rohan
			Zia Mohammed

Planning Committee, 11 Members			
Green (3)	Henley Residents Group (1)	Labour & Co-operative (1)	Liberal Democrat (6)
			Ed Sadler
			Vacancy
Preferred substitutes			
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (6)
James Barlow	Stefan Gawrysiak	Mocky Khan	Sue Cooper
James Norman		Denise Macdonald	Kate Gregory
Andrea Powell			Alexandrine Kantor
			Andrew Tinsley
			David Turner
			Tony Worgan

Scrutiny Committee, 9 Members			
Green (2)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (5)
James Barlow	Ken Arlett (Chair)	Mocky Khan (Vice-Chair)	Kate Gregory
Andrea Powell			Katharine Keats-Rohan
			Leigh Rawlins
			David Turner
			Tony Worgan
Preferred substitutes			
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (5)
Peter Dragonetti	Stefan Gawrysiak	Axel Macdonald	Sue Cooper
Ali Gordon-Creed	Kellie Hinton	Denise Macdonald	Mike Giles
Jo Robb			Alexandrine Kantor
			Andrew Tinsley
			Ed Sadler

Joint Scrutiny Committee, 5 Members		
Green (1)	Henley Residents (1)	Liberal Democrat (3)
Jo Robb	Stefan Gawrysiak (Co-Chair)	Alexandrine Kantor
		Leigh Rawlins
		Ed Sadler
Preferred substitutes		
Green (3)	Henley Residents (2)	Liberal Democrat (3)
James Barlow	Ken Arlett	Sue Cooper
Ali Gordon-Creed	Kellie Hinton	Kate Gregory
Andrea Powell		Tony Worgan

Joint Audit and Governance, 4 Members		
Green (1)	Labour & Co-operative (1)	Liberal Democrat (2)
Peter Dragonetti	Mocky Khan (Co-Chair)	Leigh Rawlins
		Tony Worgan
Preferred substitutes		
Green (3)	Labour & Co-operative (2)	Liberal Democrat (3)
James Barlow	Axel Macdonald	David Bretherton
James Norman	Denise Macdonald	Katharine Keats-Rohan
Jo Robb		David Turner

Community Governance and Electoral Issues Committee, 6 Members			
Green (1)	HRG (1)	Labour & Co-operative (1)	Liberal Democrat (3)
James Barlow	Ken Arlett (Vice-Chair)	Mocky Khan	David Bretherton (Chair)
			Sue Cooper
			Katharine Keats-Rohan
Preferred substitutes			
Green (3)	HRG (2)	Labour & Co-operative (2)	Liberal Democrat (3)
Peter Dragonetti	Stefan Gawrysiak	Axel Macdonald	Pieter-Paul Barker
Jo Robb	Kellie Hinton	Denise Macdonald	Maggie Filipova-Rivers

			David Turner
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Joint Staff Committee, 5 Members	
Green (1)	Liberal Democrat (4)
Andrea Powell	Maggie Filipova-Rivers
	Kate Gregory
	David Rouane
	Anne-Marie Simpson
Substitutes	
The Leader may be substituted by another Cabinet member. Other members of the Committee may be substituted by any member of that Council's political group (executive or non-executive).	

General Licensing Committee, 12 Members			
Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
Peter Dragonetti	Kellie Hinton	Axel Macdonald	Pieter-Paul Barker
Ali Gordon-Creed			Mike Giles
Jo Robb (Chair)			Sam James-Lawrie
			Katharine Keats-Rohan
			Ben Manning (Vice-Chair)
			Zia Mohammed
			Anne-Marie Simpson
No substitutes			

Licensing Acts Committee, 12 Members			
Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
Peter Dragonetti	Kellie Hinton	Axel Macdonald	Pieter-Paul Barker
Ali Gordon-Creed			Mike Giles
Jo Robb (Chair)			Sam James-Lawrie
			Katharine Keats-Rohan
			Ben Manning (Vice-Chair)
			Zia Mohammed

Licensing Acts Committee, 12 Members			
			Anne-Marie Simpson
No substitutes			

Appeals Panel, 3 Members			
Green (1)		Liberal Democrat (2)	
Sam Casey-Rerhaye		Sue Cooper	
		Anne-Marie Simpson	
Preferred substitutes			
Green (3)		Liberal Democrat (3)	
James Barlow		Kate Gregory	
Peter Dragonetti		Katharine Keats-Rohan	
Jo Robb		Freddie van Mierlo	

Community Grants Panel, 9 Members			
Green (2)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (5)
Ali Gordon-Creed	Ken Arlett	Denise Macdonald	David Bretherton
Andrea Powell (Vice-Chair)			Mike Giles
			Kate Gregory
			Ben Manning
			Tony Worgan (Chair)
Preferred Substitutes			
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (5)
James Barlow	Stefan Gawrysiak	Mocky Khan	Tim Bearder
Jo Robb	Kellie Hinton	Axel Macdonald	Sue Cooper
Peter Dragonetti			Zia Mohammed
			Leigh Rawlins
			David Turner

Climate Ecological Emergencies Advisory Committee, 12 Members			
Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
James Barlow	Stefan Gawrysiak	Denise Macdonald	Sue Cooper
Ali Gordon-Creed (Chair)			Maggie Filipova-Rivers
Andrea Powell			Mike Giles
			Katharine Keats-Rohan
			Leigh Rawlins
			Andrew Tinsley (Vice-Chair)
			Freddie van Mierlo
Preferred substitutes			
Greens (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (7)
Peter Dragonetti	Ken Arlett	Mocky Khan	Pieter-Paul Barker
James Norman	Kellie Hinton	Axel Macdonald	Tim Bearder
Jo Robb			David Bretherton
			Georgina Heritage
			Zia Mohammed
			Anne-Marie Simpson
			Tony Worgan

2. appoint Katharine Keats-Rohan as the council's representative, and David Turner as substitute, on the Oxfordshire Joint Health Overview and Scrutiny Committee;
3. appoint Sam Casey-Rerhaye as the council's representative, and Maggie Filipova-Rivers as substitute, on the Thames Valley Police and Crime Panel;
4. appoint Jo Robb, Leigh Rawlins and David Turner to the Future Oxfordshire Partnership Scrutiny Panel;
5. authorise the head of legal and democratic to make appointments to any vacant committee or panel seat and substitute positions in accordance with the wishes of the relevant group leader.

9 Report of the leader of the council

Councillor Rouane, Leader of the Council, provided an update on a number of matters. The text of his address is available on the council's [website](#).

Council noted the details of the special urgency decision taken by the Cabinet member for Finance and Property to participate in the government funded scheme to provide financial compensation to households and businesses adversely affected by the flooding impacts from Storm Henk.

The meeting closed at 6.36pm

Chair

Date

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Cabinet Report



Listening Learning Leading

Report of Head of Finance

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Wards affected: All

South Cabinet member responsible: Pieter-Paul Parker

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To: CABINET 27 June 2024

COUNCIL 11 July 2024

Local Authority Housing Fund (LAHF) – Round 3

Recommendations

- (a) To accept the Department for Levelling Up, Housing and Communities’ grant of £840,500 (indicative Local Authority Housing Fund 3 allocation) to deliver four homes that meet the eligibility criteria outlined within the Local Authority Housing Fund 3 prospectus, and to authorise the head of finance in consultation with the chief executive or their nominated officer to sign the Memorandum of Understanding with the Department for Levelling Up, Housing and Communities, which sets out the understanding between both parties for the use of funding.
- (b) to recommend to Council to add £1.864million to the approved capital programme, part funded by Local Authority Housing Fund 3 funding of £840,500 to purchase four homes under this scheme.

Implications (further detail within the report)	Financial	Legal	Climate and Ecological	Equality and diversity
	Yes	Yes	Yes	Yes
Signing off officer	Simon Hewings	Pat Connell	Jessie Fieth	Abi Witting

Purpose of report

1. To allow the council to accept additional grant funding which has been made available under the latest round of Local Authority Housing Fund (LAHF) funding. This will further support the provision of housing for the council's refugee accommodation programme, building on previous rounds which the council has taken advantage of.

Corporate objectives

2. Local authorities including this council have been pivotal in supporting the UK's humanitarian duties to assist those fleeing war. The council's response supports the Corporate Plan themes of improved economic and community well-being and homes and infrastructure that meet local needs.

Background

3. As Cabinet members will recall, the Department of Levelling Up Housing and Communities (DLUHC) has introduced a Local Authority Housing Fund, under which DLUHC provides partial grant funding to support the purchase of local accommodation. The council has previously participated in LAHF rounds 1 and 2. The intention of LAHF 1 was to help councils obtain accommodation for families with housing needs who have arrived in the UK fleeing the war in the Ukraine and those on Afghan resettlement and relocation schemes. For LAHF 2, the scheme was widened to address wider homelessness pressures and to house those on Afghan resettlement schemes.
4. In March 2024 DLUHC announced the third round of LAHF - the prospectus and guidance are attached as Appendix 1. DLUHC's funding objectives for LAHF round are as follows:
 - Reduce local housing pressures and use of expensive and unsuitable accommodation, by providing better quality temporary accommodation to those owed homelessness duties by local authorities,
 - Reduce temporary accommodation costs,
 - Provide sustainable settled housing to those on Afghan Citizens Resettlement Scheme (ACRS) so that they can build new lives in the UK, find employment and integrate into communities, and
 - Support local housing markets by assisting the delivery of new housing stock or new developments to grow overall housing supply.
5. This fund aims to support local authorities to provide:
 - better quality temporary accommodation for those owed a homelessness duty, and
 - safe, suitable, long-term housing for those on the ACRS who are unable to secure their own housing.
6. The council received an initial funding allocation of £840,500. There are different elements to the funding, and the initial funding allocation is made up as follows:
 - Temporary accommodation element: a minimum of 1 home,

- Resettlement element: a minimum of 2 homes,
 - Large resettlement element (4+ bed): a minimum of 1 home.
7. The base grant funding rate represents 40 per cent of the median property price for the area, except for the large resettlement element for which 50 per cent is provided. An additional 10 per cent uplift to the grant rate will be added for each unit delivered as a new home, and there is an additional £21,000 per property to account for any other costs, for example refurbishment and conveyancing costs. To support delivery, there is an indicative allocation of £6,275 of revenue funding.
8. Officers submitted a validation form confirming our interest in participating in the scheme by the deadline of 28 March 2024. To participate, as per communication received during May 2024, a Memorandum of Understanding (MoU) between the council and DLUHC must be signed by 12 July 2024. This may be subject to change due to the calling of the general election. The draft MoU is attached to this report as appendix 2 and Cabinet is asked to authorise the head of finance in consultation with the deputy chief executive – transformation and operations to agree and sign the MoU to enable participation in the scheme.

Options

9. The council could choose not to sign the MoU and participate in this round of the scheme. However, the LAHF scheme provides an opportunity for the council to utilise government funding to purchase property for housing, which supports the council's efforts in fulfilling the UK's humanitarian duties to assist those fleeing war, and also to support the council's corporate plan objectives regarding housing. It is therefore recommended that the council participates in the scheme.

Financial Implications

10. Entry into the MoU does not in itself commit the council to additional capital or revenue expenditure at this stage. However, to progress the purchase of the additional houses required under this scheme requires an addition to the approved capital programme of £1.864 million, part funded from the £840,500 LAHF 3 funding. Cabinet recommends to Full Council that this additional budget allocation be made.
11. The financial modelling previously considered in the Cabinet report of 3 July 2023 has not been extended to these purchases at this stage but, as identified in that report, a decision to proceed with these purchases is expected to either reduce a potential overspend on the council's temporary accommodation budget or to result in an underspend, with the reduction in temporary accommodation costs expected to be greater than the cost of funding the scheme.

Legal Implications

12. Whilst less formal than a funding agreement the Memorandum of Understanding will set out the expectations that DHLUC has of the council in delivering the housing expected in return for the funding. Flowing from this will be further legally binding decisions to purchase the expected properties with the funding received.

Climate and ecological impact implications

13. Entry into the MoU itself does not have any climate and ecological impact implications.
14. The purchase of property through the Local Authority Housing Fund will have significant climate implications. In summary, for periods where the council is paying the property's energy bills, these will be added to the council's annual greenhouse gas reports, potentially affecting the council's ability to reach our net-zero target for council operations. Furthermore, where necessary and viable, works required to improve the energy performance of a property, such as improving insulation or replacing the heating system, will need to be undertaken to reduce the carbon footprint of the building.

Equalities implications

15. In preparing this report, due consideration has been given to the council's statutory Equality Duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relations, as set out in Section 149(1) of the Equality Act 2010. Equality Impact screening/assessments will be undertaken to assess if a full Equality Impact Assessment EIA is required. This will be an ongoing process to review our approach on an ongoing basis to ensure that we are complying with best practice.

Risks

16. A comprehensive risk register is being maintained for all the council's housing programmes to manage risk. The key risk in the initial phase have been outlined above within each relevant workstream, but overall the main risk is not being able to mitigate homelessness pressures effectively through being able to acquire suitable properties in appropriate locations at affordable prices within the LAHF scheme within the programme timescale dictated by Government. To seek to mitigate this risk, officers developed a comprehensive framework to manage delivery of the programmes, whilst reducing the financial and legal implications to the council as far as possible.
17. The operational phase of the programme when properties are occupied contains risks around compliance with legal standards and duties. In order to mitigate these in the short term a partner with experience of repairs and maintenance and compliance is delivering these services on our behalf, enabling the council to deliver a compliant service within the immediate programme delivery timescales.
18. Extensive modelling has been undertaken to understand the financial implications of the housing programme and the multiple different funding criteria for all the grants available. However, elements of the financial modelling are necessarily based on assumptions around the numbers, sizes and locations of properties. There is therefore a risk that the predicted rental income based on the number of properties will not materialise, leading to a revenue funding shortfall which may not be able to be covered by grant funding. Careful financial monitoring is undertaken by the programmes team and overseen by the head of finance and regularly reported to Cabinet.
19. The LAHF programme is intended to be transitional accommodation. The council will need to ensure that it pro-actively manages and supports families into settled accommodation, to mitigate adding further to the risk of homelessness. The proposed council's housing programmes resource is intended to be sufficient to assist in securing and support families to move on.

Other Implications

20. None.

Conclusion

21. Following involvement in the previous rounds of LAHF it is recommended that the council participates in the third round, as laid out in the report.

Appendices

- Appendix 1 – LAHF Round 3 prospectus and guidance
- Appendix 2 – Draft MoU

Register to vote (/register-to-vote) Register by 18 June to vote in the General Election on 4 July.

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> [Local Authority Housing Fund: Round 3](#)

[Department for
Levelling Up,
Housing &
Communities](#)

Guidance

Local Authority Housing Fund: Round 3 prospectus and guidance

Published 7 March 2024

Applies to England

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This publication is available at <https://www.gov.uk/government/publications/local-authority-housing-fund-round-3/local-authority-housing-fund-round-3-prospectus-and-guidance>

1. Introduction

In December 2022, the Department for Levelling Up, Housing and Communities (DLUHC) launched the [Local Authority Housing Fund](https://www.gov.uk/government/publications/local-authority-housing-fund) (<https://www.gov.uk/government/publications/local-authority-housing-fund>). This was an innovative £500 million capital fund for local authorities in England to obtain accommodation for families with housing needs who have arrived in the UK fleeing Putin's illegal war in the Ukraine and those on Afghan resettlement and relocation schemes, to help ensure that those communities which had been most generous in welcoming new arrivals were not 'penalised' with longer social housing waiting lists.

In June 2023 the [Local Authority Housing Fund: Round 2](https://www.gov.uk/government/publications/local-authority-housing-fund-round-2) (<https://www.gov.uk/government/publications/local-authority-housing-fund-round-2>) provided £250 million further funding to address wider homelessness pressures and to house those on Afghan resettlement schemes.

Building on the success of these previous rounds, and listening to feedback from local authorities, the Local Authority Housing Fund (LAHF) has been expanded for a third time by £450 million over two financial years to provide local authorities with a longer-term pipeline of support and to unlock more new supply and developments with the funding.

Local Authority Housing Fund: Round 3 (LAHF R3) will fund more high-quality temporary accommodation for homeless families and provide housing for those on the Afghan Citizens Resettlement Scheme (ACRS) who supported UK efforts in Afghanistan. In 2024-25 LAHF R3 will provide £200 million of capital funding and in 2025-26 it will provide £250 million of capital funding. There will also be £5 million of revenue funding to support delivery of the fund.

The government is committed to preventing homelessness and helping people to stay in their homes. The current global context and significant economic challenges we are facing make achieving our objectives on homelessness more challenging. When homelessness cannot be prevented, temporary accommodation (TA) is an important way of ensuring no family or vulnerable person is without a roof over their head. Current conditions in the housing market are driving an increased use of poor-quality, poor value for money temporary accommodation – with recent increases in B&B usage for families, which we continue to seek to address.

LAHF R3 will support local authorities to acquire good quality, and better value for money TA for families owed a homelessness duty by local authorities. This will reduce the usage of poor-quality B&B accommodation and will enable local authorities to grow their asset base and help manage local housing pressures on an ongoing basis.

To date, approximately 24,600 people affected by the situation in Afghanistan have been brought to safety through UK resettlement and relocation schemes.

This includes British Nationals and their families, Afghans who loyally served the UK, and others identified as particularly at-risk, such as campaigners for women's rights, human rights defenders, Chevening scholars, journalists, judges and LGBT people.

Local authorities play a vital role in integrating recent arrivals to the UK. It is thanks to the hard work of so many in local government and the wider public sector across all parts of our country that we have been able to welcome so many people to safety.

As of the end of September 2023 16,413 people had moved into a home. A further 409 people had been matched to a home and were waiting to move in. This does not include families who made their own accommodation arrangements.

Government is now working to ensure that Afghans who are eligible for relocation, and who remain overseas in Pakistan and other third countries, are moved over here so they can start to rebuild their lives here in the United Kingdom.

LAHF R3 will provide further resettlement housing for those on the Afghan Citizens Resettlement Scheme. We expect these homes to become available to support wider local authority general housing and homelessness responsibilities after the resettlement needs of the eligible cohort have been addressed.

LAHF R3 will also maximise the potential for local authorities to bring forward new housing in local areas. With delivery over two years unlocking this potential, we are aiming for 50% of all properties delivered through LAHF R3 to be new homes. We encourage local authorities to work with developers, convert non-residential properties and start new developments with the funding to achieve this objective.

Funding has initially been prioritised to areas facing the highest housing pressures, with 203 local authorities receiving an initial funding allocation. Chief executives of eligible local authorities have received an email which sets out their funding amount and the minimum number of units they are being asked to deliver with this funding. Chief executives of local authorities that have not received an initial allocation have also been invited to express their interest in being considered for any unclaimed LAHF R3 funds to deliver the programme objectives.

Funding offers include a capital component to reflect the homelessness and resettlement objectives of the fund, and a revenue component to bolster local authorities' housing delivery capacity. Grant rates are shown in [section 6](#). Local authorities or their partners are expected to fund the remainder of the costs.

Local authorities are asked to deliver a specified targeted number of homes for the eligible resettlement cohort, and a specified targeted number of homes for

general needs TA. For those local authorities that are able to deliver new homes with their funding allocation, we will provide an uplifted grant rate.

This prospectus sets out the objectives for LAHF R3, what the grant can be spent on, the eligible cohort, and the process and timelines DLUHC will follow for allocating grants to local authorities.

2. Purpose of the third round of funding

The £450 million LAHF R3 helps deliver DLUHC's commitment to assist those who are homeless to secure accommodation, alongside supporting the government's humanitarian obligations to provide safe and suitable housing to those fleeing Afghanistan.

2.1 Funding objectives

The objectives of LAHF R3 are to:

- Reduce local housing pressures and use of expensive and unsuitable accommodation, by providing better quality temporary accommodation to those owed homelessness duties by local authorities.
- Reduce temporary accommodation costs.
- Provide sustainable settled housing to those on ACRS so that they can build new lives in the UK, find employment and integrate into communities.
- Support local housing markets by assisting the delivery of new housing stock or new developments to grow overall housing supply.

3. What the funding can be used for

Within the framework of the purpose and objectives of the fund set out above, we want to provide local authorities with as much flexibility as possible to shape local delivery according to circumstances in each area. The guidance provided in this document is intended to support this. Local authorities will need to be satisfied that their specific plans are lawful and deliverable.

Housing delivered as part of LAHF R3 could include, but is not limited to:

- expanding existing local authority delivery programmes or those of local housing association partners

- increasing the number of affordable housing units in housebuilder-led schemes due to complete in 2024-25 or 2025-26
- bringing empty / dilapidated properties (both residential and commercial units) back into use, including properties owned by a local authority or housing associations
- remodelling defunct specialist accommodation including sheltered accommodation
- 'flipping' forthcoming shared ownership completions into housing
- providing modular housing as part of wider efforts to use MMC to support local temporary accommodation pressures
- commissioning new supply that can be delivered in 2024-25 or 2025-26 from developers
- purchasing existing properties on the open market

Ultimately, local authorities may choose the most appropriate delivery mechanism to achieve the fund's objectives and to bring on stream the accommodation as quickly as possible. In LAHF R3 launch webinars we will cover potential delivery options. Local authorities can also seek further advice from LAHF@levellingup.gov.uk.

We encourage local authorities to target delivering 50% of their LAHF R3 allocation as new homes. We will provide a 10% uplift to the grant rate for each property delivered as a new home to recognise potential higher costs for this type of delivery. LAHF R3 also includes targeted external support from Homes England for local authorities with limited housing development experience and networks.

Whilst local authorities will take the lead in their areas, we encourage local authorities to actively consider partnership with housing association partners who may be the most appropriate delivery vehicle to achieve the fund objectives. Housing association stock, development, and disposals pipelines could assist local authorities to deliver this fund, as could their expertise and capacity for stock purchase, management and wraparound support.

The [National Housing Federation \(https://www.housing.org.uk/about-us/our-people/member-relations/\)](https://www.housing.org.uk/about-us/our-people/member-relations/) can support local authorities to find housing association partners in their area. Local authorities should ensure that any partners delivering LAHF R3 on their behalf are able meet programme target dates with the grant allocations available.

Local authorities may also work in collaboration with other local authorities to deliver their LAHF R3 allocations jointly, either informally or formally. Local authorities should indicate this in their validation forms.

Local authorities should acquire properties in their own area. Where there is a genuine need to acquire properties in another local authority's area, the local authority should seek the agreement of the other authority and the LAHF team.

in DLUHC. This will be by exception only. If a local authority places a homeless household into accommodation in another local area, they are required by law to notify the local authority of any placement, to ensure there is no disruption to schooling, employment, etc.

Local authorities will be expected to manage this fund within their normal budgetary guidelines, with confidence that any budgeting decisions can be justified to their auditors. We will ask Section 151 officers to agree this with DLUHC via a memorandum of understanding (MOU); further details can be found in [section 12](#).

4. What types of housing should be delivered

This fund aims to support local authorities to provide:

- better quality TA for those owed a homelessness duty
- safe, suitable, long-term housing for those on the Afghan Citizens Resettlement Scheme (ACRS) who are unable to secure their own housing.

4.1 For Round 3 TA element properties:

- We expect that the vast majority of TA properties will be family sized homes (2-4+ bed), although a limited proportion of 1 bed homes may be considered.

4.2 For Round 3 resettlement element properties:

Local authorities should consider the needs of the ACRS cohort when determining the size, type and location of properties to acquire. These homes are intended to meet local and wider domestic ACRS need and need from future ACRS arrivals.

- Local authorities will be provided with an allocation for both medium sized family homes (2 and 3 bed), which we expect to be the majority of demand for this cohort, as well as a smaller volume of 4+ bed larger family homes here referred to as 'large resettlement units'.
- We expect LAHF R3 resettlement funding to be used to increase access to settled accommodation (so delivering resettlement homes as temporary

accommodation will not be appropriate other than in exceptional circumstances).

4.3 Rent levels and tenancy duration

We expect that all homes delivered through this fund will be affordable/low-cost housing to support wider local authority housing and homelessness responsibilities for the remainder of their lifetime. Funding provided under this fund is for whole-life housing costs and local authorities are expected to use the funding in line with the fund objectives outlined in 2.1. It is up to local authorities to determine the precise rent level and tenure of homes in line with the fund objectives. This could include social rent, affordable rent, or a temporary accommodation rent.

4.4 Tenancy duration and social housing legacy

As the housing landscape in each area and the circumstances of eligible households vary, we will not mandate local authorities to apply a fixed tenancy duration for housing funded through the fund, though in some cases this may be appropriate.

We expect that Round 3 resettlement homes should become available to support wider local authority general housing and homelessness responsibilities after the needs of the eligible cohort have been addressed.

Where local authorities are claiming integration support funding to aid resettlement they should note the accommodation requirements as specified in [Funding instruction for Afghan schemes: integration support, 2023 to 2024](https://www.gov.uk/government/publications/afghan-schemes-funding-instructions-2023-to-2024/funding-instruction-for-afghan-schemes-integration-support-2023-to-2024-accessible-version#part-1--year-1-statement-of-outcomes) (<https://www.gov.uk/government/publications/afghan-schemes-funding-instructions-2023-to-2024/funding-instruction-for-afghan-schemes-integration-support-2023-to-2024-accessible-version#part-1--year-1-statement-of-outcomes>).

5. Cohort definition and eligibility

5.1 Round 3 TA element

Those eligible for the Round 3 TA element properties are those owed a homelessness duty by the local authority. Given the purpose of this funding, we expect that families will be the primary recipients.

5.2 Round 3 resettlement element

Those eligible for the Round 3 resettlement element properties are those who are:

- on the Afghan Citizen Resettlement Scheme (ACRS - including eligible British Nationals under this scheme)
- and are currently homeless, at risk of homelessness, living in UK transitional accommodation or who are overseas with leave to travel to the UK

Note that Round 3 resettlement properties will not be accessible to those of the Afghan Relocations and Assistance (ARAP) scheme as suitable alternative provision is available for this cohort provided by the Ministry of Defence.

6. How LAHF R3 funding is allocated

As with LAHF R1 and R2, this fund will operate only in England. Local authorities have been allocated capital funding under section 31 of the Local Government Act 2003 based on a funding formula to prioritise areas with the highest local housing pressures, using a grant per property model. Delivery targets are based upon this funding allocation.

6.1 Funding formula

The initial funding offer has been offered to 203 local authorities in England, who are deemed to have the greatest need for this funding based on a formula. The formula is used to identify the total allocation to those local authorities in scope for funding across the duration of the fund.

The formula gives local authorities an overall ranking based on several sets of data. This combines their relative ranking in terms of:

- the number of individuals in Afghan resettlement programmes in each local authority area as of 30 September 2023
- their relative ranking in terms of the level of housing pressure which includes:

- private rented sector rents in relation to income
- unemployment rate
- number of households in TA per 1,000 households
- number of families in nightly paid and B&B TA
- number of households on local authority waiting lists per 1,000

Local authorities are ranked two-thirds on the housing pressure metrics and one-third on population of individuals in Afghan resettlement programmes.

This data is used to ensure the areas of both existing and future highest housing pressure are prioritised in the funding allocation mechanism.

6.2 Indicative allocations

Initial indicative allocations have been offered to each local authority, working from the top of the ranking outlined in 6.1 down, on the basis of:

- R3 large resettlement element units allocated as an overall share of the total population with a grant per unit set at 50% of median property prices in the local authority
- R3 resettlement element units allocated as an overall share of the total population with a grant per unit set at 40% of median property prices in the local authority
- R3 TA element based on 1 home per 11 families in nightly-paid and B&B TA with a grant per unit set at 40% of median property prices in the local authority
- £21,000 per property for refurbishment and other costs
- a minimum participation level of one R3 resettlement unit and one TA unit
- an initial cap of 60 units over the two years

The model distributes funding down the list of local authorities until the budget is expended, resulting in 203 local authorities being in scope for funding.

Revenue funding is initially allocated based on the capital allocation in the initial allocation, adjusted to local labour costs.

Initial allocations are not a cap on delivery, and we encourage local authorities to let us know if they can deliver higher than their initial allocation through the reallocations process (detailed in [section 11](#)).

Local authorities not in scope for a direct funding offer will have the opportunity to apply for any unclaimed funding via an Expressions of Interest process.

6.3 Capital grant rates

Total capital allocations per property are calculated as

- a base grant with an optional 10% new home uplift to the grant rate,
- an additional refurbishment allowance

Base capital grants for:

TA properties

- The TA base grant per property is calculated as 40% of the median property price in the council or London borough area (or 44% for each property delivered as new supply).

Round 3 resettlement properties

- For resettlement properties the base grant per property is calculated as 40% of the median property price in the council or London borough area (or 44% for each property delivered as new supply).
- For large resettlement properties the amount of grant per property is calculated as 50% of the median property price in the council or London borough area (or 55% for each property delivered as new supply).

New homes uplift

To facilitate delivery of new housing, an additional 10% uplift is added to the grant per property for each unit which the local authority agrees will be delivered as a new home.

For this uplift, we use new homes to refer to:

- homes that will be delivered in FYs 2024-25 or 2025-26 as direct new developments
- 'off-the-shelf' new build homes purchased from developers
- conversion of use (which delivers an extra residential unit)
- change of use (which delivers an extra residential unit)

Refurbishment allowance

The costs of obtaining a property are not the only costs local authorities may incur. They may also need to fund things like refurbishments, energy efficiency measures, legal costs, decoration, furnishings, or otherwise preparing the property for rent. We have included a non-ringfenced additional £21,000 per property to account for this. This is a notional amount for the purposes of

allowing for these costs in our formula, taking into account increased cost pressures upon local authorities compared to earlier rounds.

The additional £21,000 per property grant is unaffected by the new supply uplift

6.4 Revenue grant rates

Revenue funding is allocated as an additional grant per home in a local authority's initial allocation, adjusted for local labour costs.

During reallocations, additional revenue funding for delivering additional units will be dependent on funding availability. We cannot guarantee that additional revenue funding will be available for all additional units that are delivered.

6.5 How the grant can be used

We recognise that the grant will not meet all acquisition/ delivery costs and so we expect that the council, or its partners, will provide the remainder of the funding required.

Revenue funding can be used for any activities which support the timely delivery of a local authority's LAHF R3 homes including but not limited to programme/ administration resource, professional services (e.g. fees, conveyancing), etc.

It is up to local authorities to decide how best to deliver the target number of properties using their overall Round 3 allocation. We expect local authorities to achieve best value for money from the available grant to meet the programme objectives. Unlike in LAHF R1 and R2 we do not expect local authorities to match fund a specific percentage on each property, as long as the grant provided is used to deliver the number of properties agreed.

In some cases, the amount of money provided by the grant per property may exceed the actual costs for local authorities to deliver each property, for example if the local authority is focusing on smaller homes (because these better meet the needs of the eligible cohorts) or where social housing providers refurbish existing long-term void stock. In these scenarios we expect the local authority to acquire more units with this funding than the estimated minimum or outline in the validation and MOU process that less funding is needed to deliver the number of units outlined in their allocation.

7. Matching resettlement households with properties

It will be up to local authorities to decide how to deliver and manage this fund locally. The accommodation funded through LAHF should increase the housing available for the target cohorts outlined in [section 5](#).

In addition to the eligibility criteria above, the local authority should make reasonable endeavours to prioritise households based on who is most in need when matching eligible households with properties. Beyond this, local authorities may use any lawful route that allows them to deliver this fund to best meet local homelessness needs and the wider ACRS resettlement needs.

Some examples of options for matching eligible households to properties include:

- using, amending or putting in place a Local Lettings Policy to allow homes to be allocated by local authorities, or nominated to housing associations, to eligible applicants of a particular description; this is allowed under the Housing Act 1996 (section 166A(6)(b))
- letting accommodation through a local authority owned housing company

This is not exhaustive and depending on how local authorities are delivering the fund, they may identify other legal ways for matching households with properties.

Allocation to Round 3 resettlement homes should be made to ACRS households who are currently homeless, at risk of homelessness, living in UK transitional accommodation or who are overseas with leave to travel to the UK.

8. When should LAHF R3 homes be delivered?

LAHF R3 is a two-year programme which provides 45% of overall funds in year 1 (2024-25) and 55% in year 2 (2025-26) and overall delivery profiles should broadly reflect this split. Given the urgent need for ACRS resettlement homes local authorities should deliver at least two thirds of these properties within year 1.

We support local authorities that wish to bring forward delivery from year 2, however payments would still be split over both financial years.

9. Delivery support available

Some targeted external support is available in LAHF R3 to help local authorities build their housing delivery skills and capacities, identify delivery opportunities and partnerships.

[Homes England \(https://www.gov.uk/government/organisations/homes-england\)](https://www.gov.uk/government/organisations/homes-england), the government's housing and regeneration agency, provides guidance and tools to support homebuilding, placemaking and regeneration through its [Housing Information Hub \(https://www.gov.uk/government/collections/housing-information-hub\)](https://www.gov.uk/government/collections/housing-information-hub).

For further information on support available from the agency please contact cce@homesengland.gov.uk.

10. Validation and EOI processes

We have written to the 203 local authorities that have been initially allocated funding with details of their indicative funding and request that they fill out a validation form to confirm whether they are willing and able to participate in LAHF R3 and provide details of their intended delivery.

Where a local authority has indicated they wish to deliver less than their allocated delivery target we will reduce its funding allocation proportionately and the unclaimed funding will be used in our reallocations process for unclaimed funding.

Where a local authority has indicated they wish to deliver more than their allocated delivery target we will consider a proportionate increase in funding as part of our reallocations process for unclaimed funding.

We expect all local authorities in scope for funding to deliver their allocation of Round 3 resettlement scheme element homes. If local authorities do not commit to providing sufficient homes for this cohort, then their provisional allocation may be reallocated.

We have also written to the 93 local authorities that have not received an initial allocation to ask whether they want to be considered for any unclaimed LAHF R3 funds to deliver the programme objectives, via completion of an Expression of Interest (EOI) form.

EOIs will be considered as part of our reallocations process for unclaimed funding (detailed in [section 11](#)).

We will also ask local authorities in the validation and EOI processes if they would be interested in housing delivery support from Homes England.

For both processes local authorities do not need to have full approval to participate in LAHF when they submit a form, this stage is intended to provide an indication of which local authorities will be participating.

Given that this is not a bid-based fund, proposals will be assessed acknowledging that accountability for delivery rests with the local authority. The questions have been designed to identify whether local authorities are willing and able to deliver the fund, and also includes some non-assessed questions on delivery plans. The assessed section of the forms will consider responses regarding:

- the proposed scale of delivery relative to the indicative allocation
- whether the local authority can deliver the fund objectives
- confirmation that the local authority is content with formal reporting requests every two months from June 2024
- confirmation that the Section 151 Officer or Deputy Section 151 Officer has agreed to participation

We will conduct a light touch review of these forms to confirm final funding allocations to each local authority. If we have reasonable concerns about a local authority's ability to deliver their proposed number of homes, based on their delivery performance to date in LAHF R1 and R2 we reserve the right to withhold or reallocate funds.

All forms must be returned by **5pm on 28 March 2024**. We cannot guarantee that funding will remain available for any local authorities that miss this deadline, as after this date we will reallocate any unclaimed funding.

We will review forms as we receive them and will endeavour to confirm whether we will be proceeding with any given allocation within two weeks of receiving an initial validation form from the relevant local authority.

11. Dealing with unclaimed funds

We will reallocate unclaimed funds from local authorities who cannot deliver some or all units in their indicative allocation. All local authorities can be considered for access to these funds.

Requests will be prioritised to support the delivery of further new homes (subject to capital funding availability, and with reference to the ranking criteria at 6.1.)

Any additional delivery agreed will use the same capital grant per property (detailed at 7.1). Revenue funding for additional delivery will be provided as per the grant rates per property at 7.2, subject to revenue funding availability.

We will begin to respond to reallocation requests after 2 April 2024.

12. Memoranda of understanding (MOU)

When we confirm the outcome of the validation and EOI review process, we will share a MOU with each local authority to confirm their final allocation. This will include any new or additional funding agreed as part of the reallocations process.

The MOU includes standard wording for all local authorities participating in LAHF R3 and is non-negotiable. The MOU will not impact any agreements made with local authorities that are also participating in LAHF R1 and/or R2; this will be a new MOU specific to LAHF R3.

The standard MOU template was shared with local authorities in initial email communications. We strongly encourage all local authorities to begin seeking agreement of the terms of the MOU immediately upon receipt of the template to ensure timely agreement of the completed MOU once we have completed our review of the validation form. We expect local authorities to obtain necessary clearances to enter into a MOU with DLUHC based on the information they provided in the validation form.

We ask all local authorities to show flexibility in how they apply their approvals processes in order to participate in this fund so delivery may begin as soon as possible in 2024. Funding will be distributed to the local authority on the nearest payment date (detailed in Table 1) following the signing of the MOU. Local authorities will ultimately be responsible for delivery and ensuring value for money of the allocation they have received.

All MOUs for LAHF R3 allocations must be agreed by 31 May, otherwise the local authority's allocation may be withdrawn and reallocated.

13. Payment process

LAHF R3 funding will be allocated direct to local authorities under Section 31 of the Local Government Act 2003 with an accompanying grant determination letter alongside the MOU setting out delivery expectations.

Capital funding will be paid in 4 tranches split across Year 1 (2024-25) and Year 2 (2025-26), linked to delivery milestones as detailed in table 1.

Total revenue funding for LAHF R3 will be paid in year 1 Tranche 1.

Note all payments are dependent on local authorities' regular and timely completion of delivery monitoring information (MI) every two months.

Failure to submit required MI may result in reallocation of remaining funds.

Table 1: Payment process and timelines

Payment milestone	Requirements for payment milestone	Payment by
Tranche 1 (30% of total Year 1 capital allocation) 100% of programme revenue allocation	MOU signed with DLUHC	By 15 May 2024 (if a MOU is signed by 5 April) or By 14 June 2024 (if a MOU is signed by 6 May)
	Tranche 2 (70% of Year 1 capital allocation)	Statement of Grant Usage (SOGU) demonstrating 60% of the Tranche 1 first tranche has been committed* and Relevant monitoring information (MI) submitted
		By 2 September 2024 (if SOGU provided by 5 August) and all MI submitted to schedule or By 4 November 2024 (if SOGU provided by 7 October) and all MI submitted to schedule. (With further payment windows in January 2025, and March 2025 deadlines TBC)

Please note that Year 2 allocation can be paid in full, in a combined tranche 3 & 4 payment if the relevant milestone is met and SOGU submitted by Page 35

relevant deadline. [\[footnote 1\]](#)

Payment milestone	Requirements for payment milestone	Payment by
Tranche 3 (50% of Year 2 capital allocation)	Statement of Grant Usage (SOGU) demonstrating 80% of the Tranches 1 and 2 has been committed* and Relevant monitoring information (MI) submitted	By 2 June 2025 (if SOGU provided by 12 May) and all MI submitted to schedule or By 4 July 2025 (if SOGU provided by 2 June) and all MI submitted to schedule. (With further payment windows in September 2025, November 2025, January 2026, and March 2026 deadlines TBC)
Tranche 4 (50% of Year 2 capital allocation)	Statement of Grant Usage (SOGU) demonstrating 80% of the Tranches 1, 2 and 3 has been committed* and Relevant monitoring information (MI)	By 2 June 2025 (if SOGU provided by 12 May) and all MI submitted to schedule or By 4 July 2025 (if SOGU provided by 2 June) and all MI submitted to schedule. (With further payment windows in September 2025, November 2025, January 2026, and March 2026 deadlines TBC)

*Note: Committed spend in table 1 refers only to capital grant spend (and does not include revenue grant spend).

14. Compliance and monitoring

14.1 Fraud Risk Assessments (FRA)

Local authorities shall be responsible for ensuring that avoiding fraud is a key consideration in all spend activity and that the following minimum standards are met:

- follow the [Grants Functional Standards on Fraud Risk Assessment – Section 7: Risk, Controls and Assurance](https://www.gov.uk/government/publications/grants-standards) (<https://www.gov.uk/government/publications/grants-standards>) – pages 15 to 19
- undertake FRAs at an appropriate level to each individual project dependent on risk
- ensure that this spend is undertaken in accordance with effective authority fraud prevention policy and procedure, and via engagement with your organisations' specialists in this area
- ensure that relevant evidence and data to prevent fraud is gathered as part of due diligence undertaken ahead of releasing funds
- implement reporting and monitoring requirements that will identify irregularities or issues in use of funds which can be investigated further
- store and file all work undertaken on FRA in the event of any issues or audit requirements

14.2 Due diligence

Local authorities shall be responsible for ensuring that proportional due diligence is applied to all this fund spend and that the following minimum standards are met:

- follow the [Grants Functional Standards on Due Diligence – Section 7: Risk, Controls and Assurance](https://www.gov.uk/government/publications/grants-standards) (<https://www.gov.uk/government/publications/grants-standards>) – pages 20 to 24
- undertake due diligence at an appropriate level to each individual project dependent on risk
- ensure that due diligence is undertaken in accordance with effective authority rules and procedures through authorities' teams specialising in this area
- ensure that key areas of due diligence identified for projects in which local authorities invest are reported on and monitored throughout the term of delivery
- store and file all work undertaken on due diligence in the event of any issues or audit requirements

14.3 How we will monitor performance and delivery

Local authorities participating in LAHF R3 will agree via memoranda of understanding (MOUs) to provide a mix of quantitative and qualitative summary updates to DLUHC every two months to track against agreed delivery milestones. The reports will be due every two months until delivery is completed, with the first monitoring touchpoint to take place in July 2024.

To monitor delivery, we will ask for progress updates, every two months, regardless of whether the local authority has reached a spending threshold.

Details of the monitoring information required and dates by which it is required is set out in MOUs with local authorities.

If local authorities are working in collaboration with other local authorities to deliver their LAHF R3 allocations jointly, they should contact LAHF@levellingup.gov.uk to discuss streamlined reporting arrangements.

14.4 Future evaluation requests

DLUHC will conduct an evaluation of the fund after the end of the monitoring period. To understand how the fund is being delivered in further detail, we will ask local authorities, in addition to the monitoring information above, for additional information outlined in MOUs with local authorities.

We expect that local authorities will respond to any reasonable additional requests from DLUHC to support any retrospective assessment or evaluation as to the impact or value for money of the fund. We will expect the authority to, at minimum, monitor spend, outputs and outcomes against agreed indicators and keep this information for at least five years.

We may also ask for details about how the acquired properties are being used, for example if they are still publicly owned (which we expect) and if they have become part of the local authority's social housing or affordable stock. This will require local authorities to maintain address-level data. This is for us to examine the legacy impacts of the fund.

15. Next steps and important dates

Local authorities who have been made an indicative allocation are asked to complete a validation form to confirm their interest in participating and to set out how they intend to deliver this fund. The validation form is available via a [link in](#)

the allocations email. Local authorities are strongly encouraged to start their clearance processes as soon as possible after receiving the information on their indicative allocations.

Local authorities who have not been made an indicative allocation are asked to complete an Expression of Interest (EOI) form if they want to be considered for unclaimed funds to deliver the LAHF programme. The EOI form is available via a link in the EOI email.

Allocations and EOI emails, including the validation form links, have been sent to local authority chief executives. Please contact the LAHF team at lahf@levellingup.gov.uk if the email has not been received.

Submissions will be reviewed as they are received and therefore forms submitted earlier may receive an earlier response.

Local authorities must submit their validation or EOIs form by **5pm on 28 March 2024**. Forms will only be accepted if submitted via the links in the allocations and EOI emails.

In the event we have any clarification questions about the contents of a form, we will contact the local authority directly for further detail.

We will make best endeavours to contact the local authority to confirm allocation offers within two weeks of form completion.

We strongly encourage all local authorities to begin seeking agreement of the terms of the MOU immediately upon receipt of the template to ensure timely agreement of the completed MOU once we have completed our review of the validation form. We expect local authorities to have signed this by 31 May 2024 at the latest.

Payment of the first tranche of funding will take place in May or June depending on when the local authority returns a signed MOU to us.

16. Contact and documents

For any questions about this fund please contact LAHF@levellingup.gov.uk.

Fund documents will also be uploaded to the library within the LAHF section of the Local Government Association hosted [knowledge hub](https://khub.net/group/local-authority-housing-fund) (<https://khub.net/group/local-authority-housing-fund>). Local authorities are encouraged to register for this group which has been created to facilitate discussion and shared learning between local authorities participating in LAHF.

1. For local authorities seeking to accelerate delivery, a combined tranche 3 & 4 payment can be made. The SOGU needs to demonstrate the local authority has committed 80% of the combined Tranche 1, 2 and 3 total. Note that the tranche 3 payment may not yet have been paid to the local authority.

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MEMORANDUM OF UNDERSTANDING

Between

Department for Levelling Up, Housing and Communities

-and-

LA Name

1. Purpose

- 1.1. This Memorandum of Understanding ('MOU') sets out the agreed working relationship between the Department for Levelling Up, Housing and Communities ('DLUHC') and **LA Name** ('the Council') regarding the administration and delivery of the Local Authority Housing Fund – third funding round ('LAHF R3').
- 1.2. This MOU will be for the period 2024/25-2025/26. It will be reviewed and updated only where either of the signatories deem it necessary, in which case it will require joint agreement. Further detail on changing the MOU is set out in Paragraph 5.5.
- 1.3. This MOU is not intended to create legal or binding obligations. It describes the understanding between both parties for the use of funding specified in Section 3 of this agreement.

2. Background

- 2.1. LAHF R3 was launched in March 2024. The details of the fund were shared with the Council in the document 'Local Authority Housing Fund - third funding round: Prospectus and Guidance' ('the Prospectus').
- 2.2. LAHF R3 is a £450m grant fund, with objectives to:
 - Reduce local housing pressures and use of expensive and unsuitable accommodation, by providing better quality temporary accommodation to those owed homelessness duties by local authorities.
 - Reduce temporary accommodation costs.
 - Provide sustainable settled housing to those on ACRS so that they can build new lives in the UK, find employment and integrate into communities.
 - Support local housing markets by assisting the delivery of new housing stock or new developments to grow overall housing supply.

3. Total delivery target and Total allocation

- 3.1. DLUHC has accepted the Council's plan to provide X homes ('the total delivery target') under LAHF R3, of which X homes shall be new homes ('the new homes delivery target'), and DLUHC will provide a grant of £X ('the total allocation').
- 3.2. The total allocation includes any New Homes uplift and the refurbishment allowance as calculated with reference to 6.3 of the Prospectus.
- 3.3. For the purposes of the New Homes Uplift, a new home is a property that will be delivered in FYs 24/25 or 25/26 as a direct new development, an 'Off-the-shelf' new build property purchased from developers, a property that has its use converted (delivering an extra residential unit), or a property that has its use changed (delivering an extra residential unit).
- 3.4. The total allocation will be provided as £X in 2024-2025 ('the Year 1 allocation') and £X in 2025-2026 ('the Year 2 allocation').
- 3.5. The Council agrees the following targets to deliver at least:
 - X properties to be allocated to households that meet the **TA element** eligibility criteria outlined in section 5.1 of the Prospectus.
 - X properties for households that meet the **R3 resettlement element** eligibility criteria outlined in section 5.2 of the Prospectus.
 - X properties (4+ bed) for households that meet the **R3 large resettlement element** eligibility criteria outlined in section 5.2 of the Prospectus.
- 3.6. DLUHC will also provide a in revenue grant to the Council for 2024-2025 of £X.
- 3.7. This MOU covers the funding commitments from DLUHC and the delivery, financial expenditure, agreed milestones, reporting and evaluation, and communications between the Parties. It also sets out the steps DLUHC could take in the event of underperformance if required.

4. Purpose of the Funding

- 4.1. LAHF R3 funding has been provided specifically for spending on LAHF R3 priorities as specified at 2.2 to deliver properties for use by households that meet the LAHF R3 eligibility criteria, and the Council agrees to spend

LAHF R3 funding on activity set out in this MOU as agreed with DLUHC or subsequently agreed with DLUHC as per Paragraph 5.5.

- 4.2. LAHF R3 funding is unlikely to meet all the Council's acquisition/ delivery costs. The Council or its delivery partner(s) will fund any outstanding sum required.
- 4.3. The Council will use its best endeavours to meet the delivery target and to achieve value for money. The Council should ensure it complies with the Code of Practice for Local Authority Accounting.
- 4.4. The Council may determine how it uses the total allocation and the revenue funding as long as the delivery target and the new home delivery target are met.
- 4.5. Revenue funding has been provided to the Council for any activities which support delivery of the total allocation, including but not limited to programme/ administration resource or professional services (e.g., fees, conveyancing). Revenue funding will be paid in full alongside the Tranche 1 allocation.

5. Delivery Profile

- 5.1. Delivery of the fund will be measured on the basis of exchange of contracts, or equivalent milestone where exchange of contract will not occur, and the number of households accommodated in the properties. Any variations to this, and necessary changes to the MOU, will need to be agreed by the parties and an amendment to this MOU made.
- 5.2. Funding outlined in Table 1 is provided to deliver the total delivery target. The Council agrees to make best endeavours to meet the total delivery target by 31 March 2026.
- 5.3. The Council agrees to deliver **X** properties in financial year 2024-25 ('the Year 1 delivery target') and **X** properties in financial year 2025-26 ('the Year 2 delivery target'). The property types that the Council agrees to delivery in each year is outlined in Table 1.

Table 1 – delivery profile

Property type	Year 1 delivery target (2024-25)	Year 2 delivery target (2025-26)	Total delivery target
TA element	X	X	X
R3 resettlement element	X	X	X

R3 large resettlement element	X	X	X
All property types	X	X	X

- 5.4. This MOU is for the full term of the total allocation unless signatories agree to change as per Paragraph 5.5. A further Grant Determination Letter (GDL) will be provided following confirmation of each tranche payment.
- 5.5. DLUHC and the Council both have the right to request a change to the MOU. With regards to changing the target number of units, the Council may ask for either a higher or lower target. Any proposed change will impact the amount of funding received (as set out in the Prospectus) unless the Council is seeking to deliver more units for the same amount of money. Requests will be considered based on the progress of the reallocations process as outlined in Section 11 of the Prospectus and confirmed in writing.

6. Financial Arrangements

- 6.1. The agreed funds will be issued to the Council as grant payments under section 31 of the Local Government Act 2003. The Council may pass on the funding to a third party (e.g. Registered Providers) as appropriate to deliver the delivery target, complying with the Subsidy Control Act 2022.
- 6.2. The capital funding will be provided by DLUHC in four tranches. The 'Tranche 1 allocation' is 30% of the Year 1 allocation. The 'Tranche 2 allocation' is 70% of the Year 1 allocation. The 'Tranche 3 allocation' and the 'Tranche 4 allocation' are both 50% of the Year 2 allocation. All tranches are set out in Table 2.

Table 2 – Capital funding allocation

	Tranche 1 allocation	Tranche 2 allocation	Tranche 3 allocation	Tranche 4 allocation	Total allocation
Total funding	£X	£X	£X	£X	£X

- 6.3. Table 2 sets out the timetable for payments to be made to the Council. The earliest payment date for the Tranche 1 allocation is in July 2024. The Tranche 2 allocation will be paid once the Council has demonstrated that at least 60% of the Tranche 1 allocation has been committed ('the Tranche 2 spend requirement') via a Section 151 officer Statement of Grant Usage.
- 6.4. The Tranche 3 allocation will be paid once the Council has demonstrated that at least 80% of the Tranche 1 and Tranche 2 allocations have been

committed ('the Tranche 3 spend requirement') via a Section 151 officer Statement of Grant Usage.

- 6.5. The Tranche 4 allocation will be paid once the Council has demonstrated that at least 80% of the Tranche 1, Tranche 2 and Tranche 3 allocations have been committed ('the Tranche 4 spend requirement') via a Section 151 officer Statement of Grant Usage.
- 6.6. Should the Council not meet the spend requirement for Tranche 2, 3 or 4 payments by the dates set out in Table 3, DLUHC will consider putting in place further payment dates.
- 6.7. The Council may wish to return unspent monies to the Department.
- 6.8. DLUHC reserves the right to request the return of some or all of the capital and resource funding if the Council significantly reduces its agreed delivery target or withdraws from LAHF R3 completely.

Table 3 – Payments timetable

Payment milestone	Requirements for payment milestone	Payment by
Tranche 1 (30% of total Year 1 capital allocation) 100% of programme revenue allocation	MOU signed with DLUHC	By 1 July 2024 (if a MOU is signed by 12 June) or By 12 August 2024 (if a MOU is signed by 12 July 2024)
Tranche 2 (70% of Year 1 capital allocation)	Statement of Grant Usage (SOGU) demonstrating <u>60% of the Tranche 1 first tranche</u> has been committed*, AND Relevant monitoring information (MI) submitted	By 4 November 2024 (if SOGU provided by 7 October) and all MI submitted to schedule. Or By 13 December 2024 (if SOGU provided by 8 November) and all MI submitted to schedule. (With further payment windows in January 2025, and March 2025 deadlines TBC)

Please note that Year 2 allocation can be paid in full, in a combined tranche 3 & 4 payment if the relevant milestone is met and SOGU submitted by relevant deadline ¹ .		
Tranche 3 (50% of Year 2 capital allocation)	Statement of Grant Usage (SOGU) demonstrating <u>80% of the Tranches 1 and 2</u> have been committed*, AND Relevant monitoring information (MI) submitted	By 2 April 2025 (if SOGU provided by 3 March) and all MI submitted to schedule. Or By 4 June 2025 (if SOGU provided by 2 May) and all MI submitted to schedule. (With further payment windows in September 2025, November 2025, January 2026, and March 2026 deadlines TBC)
Tranche 4 (50% of Year 2 capital allocation)	Statement of Grant Usage (SOGU) demonstrating <u>80% of the Tranches 1, 2 and 3</u> have been committed*, AND Relevant monitoring information (MI)	By 3 September 2025 (if SOGU provided by 6 August) and all MI submitted to schedule. Or By 5 November 2025 (if SOGU provided by 8 October) and all MI submitted to schedule. (With further payment windows in January 2026, and March 2026 deadlines TBC)

* Note: committed spend in table 1 refers only to capital grant spend (and does not include revenue grant spend)

7. Charging Affordable Rents for LAHF R3 funded homes

¹ For local authorities seeking to accelerate delivery, a combined tranche 3 & 4 payment can be made. The SOGU needs to demonstrate the local authority has committed 80% of the combined Tranche 1, 2 and 3 total grants paid (or due.)

- 7.1. The LAHF Prospectus specifies “It is up to local authorities to determine the precise rent level and tenure of homes in line with the fund objectives. This could include...Affordable Rent.”
- 7.2. The Rent Standard <https://www.gov.uk/government/publications/rent-standard/rent-standard-april-2023-accessible-version> provides that Affordable Rents may be charged only in limited circumstances.
- 7.3. This MOU records the agreement between the Secretary of State and the Council that relevant accommodation, provided by the Council or a partner Registered Provider pursuant to LAHF grant funding, is permitted to be let at an Affordable Rent, and that accordingly that an Affordable Rent may be charged for such accommodation in accordance with paragraph 3.8b of the Rent Standard - April 2023.
- 7.4. In Paragraph 7.3, “relevant accommodation” means accommodation:
- in the Council area;
 - which is being used to further the LAHF objectives set out at paragraph 2.2 of the MOU;
 - which has never been let at a social rent; and
 - where the accommodation is provided by a partner Registered Provider, for which the Council has agreed that the partner Registered Provider may charge affordable rent.

8. Roles and Responsibilities

DLUHC Responsibilities

- 8.1. DLUHC is responsible for setting national housing policy, providing grant(s) to the Council and monitoring the delivery of homes.

Council Responsibilities (fund delivery)

- 8.2. The Council will make housing investment decisions, review existing housing policies and products, maximise leverage of this public sector investment and ensure that funds provide value for money and are deliverable within the timescale of the fund. The Council may work in partnership with private Registered Providers, local authority housing companies or other bodies to deliver homes. The Council will also report on the fund by providing Management Information (MI) as set out in **Annex A** of this MOU and will work with DLUHC to ensure they have the capability to deliver the fund and provide MI within the set timescales.

- 8.3. The Council is expected to have the necessary governance and assurance arrangements in place and that all legal and other statutory obligations and consents will be adhered to, which may include, but not solely:
- **subsidy control**, at all levels e.g. the funding the Council allocates to project deliverers and subsidies that project deliverers provide to third parties.
 - **equalities duties**, the Council must ensure that all LAHF funded activity is delivered in accordance with its obligations under the public sector equality duty (PSED.)
 - **procurement**, the Council must ensure that the allocation of funding to project deliverers that constitutes a procurement is managed in compliance with the public contract regulations.
 - **fraud**, the Council must ensure that robust arrangements are in place to manage fraud risk, including ensuring that project deliverers have robust fraud risk management process and paying particular attention to projects that involve the payment of grants to beneficiaries e.g. businesses.
- 8.4. The Council's Section 151 Officer is expected to ensure that these legal duties and all other relevant duties are considered and that delivery of LAHF investment is carried out with propriety, regularity, and value for money.

Council Responsibilities (Affordable Rents – where required by LAs)

- 8.5. The Council should note (and remind partner Registered Providers) that conversion of social rent properties to affordable rent is not permitted pursuant to paragraph 3.15 of the Rent Standard other than in the circumstances set out in chapter 2 of the Rent Policy Statement.
- 8.6. Where the Council has agreed that a partner Registered Provider may charge affordable rent, the Council will confirm to the Registered Provider that the Registered Provider may charge affordable rent in accordance with Paragraph 7.3 of this MOU.
- 8.7. The Council will require partner Registered Providers to provide details to the Council of any accommodation provided pursuant to LAHF grant funding for which Affordable Rent is charged.
- 8.8. The Council will maintain a register of any accommodation provided pursuant to LAHF grant funding for which it or a partner Registered Provider is charging Affordable Rent. This register should be available for inspection upon request by either DLUHC or the Regulator for Social

Housing. The fields of information required in register are specified in **Annex C**.

9. Monitoring Arrangements and Accountability

- 9.1. The Council will put in place appropriate governance and oversight arrangements to ensure that delivery of housing is on track and that plans remain ambitious and provide value for money.

Reporting Arrangements

- 9.2. The Council has agreed to provide reporting information to DLUHC on fund allocations and delivery. The Council will be asked to provide a mix of quantitative and qualitative summary updates to DLUHC; a full list of MI can be found in **Annex A**.
- 9.3. The first report will be due in September 2024 and then every two months thereafter, until the Council's programme has completed. The schedule for monitoring reports is outlined in **Annex B**.
- 9.4. Spend outturn and forecast should be signed off by the Section 151 officer or deputy Section 151 officer.
- 9.5. A Statement of Grant Usage Section 151 officer or deputy Section 151 officer should be submitted when:
- at least 60% of the Tranche 1 allocation has been committed.
 - at least 80% of the Tranche 1 and 2 allocations have been committed.
 - at least 80% of the Tranche 1, 2 and 3 allocations have been committed.
- 9.6. The Council also agrees to work with the department to provide any reasonable additional MI as and when requested by the DLUHC Senior Reporting Officer (SRO). DLUHC will provide an appropriate amount of time to return any additional MI requests.
- 9.7. The Council agrees to work collaboratively with any requests from DLUHC to support any retrospective assessment or evaluation as to the impact or value for money of LAHF. As a minimum, the Council is expected to monitor spend, outputs and outcomes against agreed indicators and keep this information for at least 5 years.

10. Governance & Assurance

- 10.1. The Council is expected to ensure that all legal and other statutory obligations and consents will be adhered to, which may include, but not solely, state aid / subsidy control, equalities duties, procurement, health and safety, and fraud prevention. The Council has prerogative to establish internal governance and assurance arrangements as they see fit to achieve this.
- 10.2. The Council will ensure data can be shared for the prevention and detection of fraud by including the following clause in all agreements with companies or external entities in relation to LAHF – including, but not limited to, property contracts, professional services contracts, construction contracts and lease agreements:

“Data may be shared with other enforcement agencies for the prevention and detection of crime.”

Signed for and on behalf of DLUHC

Signature:

Name:

Position:

Date:

Signed for and on behalf of LA Name

Signature:

Name:

Position:

Date:

Annex A – Reporting and Monitoring Arrangements

Scope and Purpose

1. This annex sets out the agreed reporting and monitoring arrangements for LAHF, including the expected frequency and content of the regular reports that the Council will provide to DLUHC.

DLUHC Role

2. DLUHC will support the running of the fund and maintain a national picture of delivery by putting in place a proportionate monitoring and governance framework. This will include a fund governance board(s) attended by the DLUHC Senior Reporting Officer (SRO) and other relevant stakeholders. Wherever possible DLUHC will avoid duplication of requests towards the Council.

Council Role

3. Day-to-day project monitoring and delivery responsibilities will be delegated to the Council. The Council will submit reports to DLUHC in accordance with the agreed timescales and frequency set out in the MoU. The Council will also work with DLUHC to provide any reasonable additional MI required as and when requested by the DLUHC Senior Reporting Officer. DLUHC will provide an appropriate amount of time to return any additional MI requests.

Management Information (MI)

4. The list of MI is split between operational data – required for monitoring the ongoing fund delivery (Table 4) and evaluation data (Table 5) required to assess the strategy-level success of the fund and inform future policy development. Tables 4 and 5 present the required routine MI and is subject to change, with agreement by DLUHC and the Council. For MI and payment purposes, “committed spend” is considered funding which has been allocated to a property where there has been an exchange of contracts or equivalent milestone where exchange of contract will not occur.

Table 4 – Monitoring Data

Item	Frequency
Number of properties where contracts exchanged, including: <ul style="list-style-type: none"> • bedroom size • whether located in another borough area • who will own the dwellings • how properties obtained 	Every 2 months
Number of properties occupied/ ready to let, including bedroom size	Every 2 months
Number of resettlement scheme households housed	Every 2 months
Number of pending resettlement scheme properties pre-matched to current/former bridging hotel households	Every 2 months
Total expenditure (incl grant and other funding)	Every 2 months
Total committed spend (incl grant and other funding)	Every 2 months
DLUHC grant used	Every 2 months
Overall assessment (RAG rated) of whether delivery is on track as determined by the responsible Council officer	Every 2 months

Table 5 – Evaluation Data

Item	Frequency
How properties have been sourced (e.g., through stock acquisition or another delivery route)	In April 2026 and thereafter upon request to aid with evaluation of the fund
How the Council has funded its contributory share	
Breakdown of resettlement scheme households housed by previous housing situation, e.g., in bridging hotel, in LA emergency accommodation/temporary accommodation	
Tenancy duration	
Rent levels	
Number of properties obtained outside the local authority's area, if applicable, and where these are located.	

- In addition, to enable the assessment of relative value for money and to assist with future spending reviews, we may occasionally ask for additional information including details of how the fund is delivered and housing market conditions. This will provide important data to support future policy developments and will also support engagement with HM Treasury. This information will be provided to agreed timeframes when requested by DLUHC.
- Should the Council wish to amend and/or not collect any of these proposed data points, they should submit a proposal to DLUHC for agreement.

Frequency of Reporting

- The Council will be asked to provide reports every two months. The schedule for monitoring reports is outlined in Annex B.

Data Consistency

8. DLUHC and the Council have a shared commitment to ensure that, for clarity and transparency purposes, consistent methods of recording outputs are maintained. It is expected that the provided reporting will be robust, accurate and quality assured to a high standard. As such minimal revisions would be expected – although, where these are required, DLUHC should be advised as soon as practical.

Use of Material Provided

9. DLUHC will use the provided material to monitor delivery nationally.

Annex B – Monitoring Milestones

1. The Council is requested to submit the monitoring information summarised in **Annex A** via a Microsoft Form every two months by 5pm on the dates outlined below. DLUHC will provide the link to the form directly to the Council well in advance of each touchpoint date.
2. DLUHC will provide full guidance for submitting the form directly well in advance of each touchpoint date.

Table 6 – Monitoring Touchpoint Dates

Monitoring touchpoint	Microsoft Form to be submitted by 5pm on the following dates
Touchpoint 1	02 September 2024
Touchpoint 2	04 November 2024
Touchpoint 3	06 January 2025
Touchpoints 4-12	TBC
Evaluation	April 2026

Annex C – Register of LAHF accommodation for which an Affordable Rent is charged

This annex sets out the agreed information which will be contained in the Council’s Register of LAHF accommodation for which an Affordable Rent is charged.

This register should be available for inspection upon request by either DLUHC or the Regulator for Social Housing.

Property address			
Completion date			
Name of Registered Provider			
Registration Code			

(Note: The Council is not required to submit this information as part of regular delivery monitoring submissions.)

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