

Allerdale Borough Council

Council – 19 September 2018

Portfolio Holder Updates

The Reason for the Decision	To update Council on the activities and decisions of Portfolio Holders since the last meeting
Summary of options considered	N/a
Recommendations	That Members note the content of the report
Financial / Resource Implications	None arising directly from this report
Legal / Governance Implications	None arising directly from this report
Community Safety Implications	None arising directly from this report
Health and Safety and Risk Management Implications	None arising directly from this report
Equality Duty considered / Impact Assessment completed	Not considered applicable to this report
Wards Affected	As indicated in the main body of the report
The contribution this decision would make to the Council's priorities	Portfolio Holder activity relates to the development and delivery of the Council's key priority themes
Is this a Key Decision	No
Portfolio Holder	Councillor Alan Smith – Leader of the Council
Lead Officer	Senior Management Team – as indicated

Report Implications

Community Safety	N	Employment (external to the Council)	N
Financial	N	Employment (internal)	N
Legal	N	Partnership	N
Social Inclusion	N	Asset Management	N
Equality Duty	N	Health and Safety	N

1.0 Introduction

- 1.1 The purpose of the report is to provide full Council with an update and overview of the activities of individual portfolio holders.

2.0 Content

The activities of the Portfolio Holders are as follows:

2.1 Leader of the Council: Cllr Alan Smith

Works and Skills Partnership

The Council is leading on discussions to create a Work and Skills Partnership in the Borough. The aim of the partnership is to bring relevant skills and training organisations together to understand collectively how we can work together in supporting residents to access employment or further training. This decision to bring about this partnership has come about in part because of the recent work undertaken by Overview and Scrutiny when it was identified by some of the external organisations invited to contribute to the debate highlighted the importance of communication between providers and the lack of a forum in Allerdale to do so.

Sellafield

Sellafield have released a new Social Impact Strategy and a report on the impact of Sellafield on the local economy by Oxford economics. The impact of Sellafield on the economy in West Cumbria is huge. This is clearly worrying when the site is decommissioning and the future of the Moorside project looks hugely uncertain. The Oxford economics report clearly reveals that the approach to socio economics over the past 15 years have not had the desired affect and the area is still dominated by an industry that is in transition. As a Council we must work with the relevant stakeholders to ensure that the debate is not about the distribution of socio economic funding but the long term economic future of West Cumbria.

Rugby League World Cup

The Council has received notification that the Council has successfully moved from the applicant stage to the candidate stage in our bid to host games in the Rugby League World Cup 2021. The candidate stage will run from 20 August to 12 October with the latter being submission of the final bid. Whilst this is a big step forward in the bid we are aware that we have a great deal of work to do and there is a great deal of competition. We need to continue to promote our bid via social media and other partners and encourage everyone to continue 'back the bid' campaigns during this period.

Sellafield Social Impact Investment Fund (SIIF)

The revamped Social Impact Investment Fund continues to bring benefit to local businesses and residents. The Small Grants Scheme for new and fledgling businesses has supported four businesses that have received a total

of £45,500. We are working with four more to develop their ideas for new businesses. The Key Projects Fund has provided support to the Business Growth Hub as match funding for the final year of its European funding to assist businesses in Allerdale; West Cumbria Learning Centre to provide pastoral care support to help pre 16 pupils who are at risk of permanent exclusion into post 16 education through managing their emotional issues and behaviours; and funding has been awarded to enable three festivals to take place in the Borough. The value of these awards is £82,500. The Council is also progressing the Loans Fund with Enterprise Answers.

European Regional Development Fund (ERDF) ICT Improvement Support Project

The Ministry for Housing, Communities and Local Government (MHCLG) has provisionally agreed to provide ERDF funding to the Council, which is leading on a Cumbria-wide project to provide advice and guidance to eligible SMEs to make better use of technology and superfast broadband for the improvement of their business. The Council will be tendering in the very near future.

2.2 Deputy Leader: Economic Growth Portfolio: Cllr Mark Fryer

Allerdale Days in Manchester

Allerdale Days in Manchester, 9 and 10 August 2018 was our outdoor exhibition in Albert Square, Manchester to promote Allerdale as a place to visit and invest. The event was sponsored by TSP Engineering Ltd, BEC, Jennings Brewery, Tractor Shed Brewing and the Lakes Distillery with 38 businesses exhibiting plus our own Allerdale stands. The event was a success with 93% of exhibitors rating the event 'excellent', 'very good' or 'good'. An independent survey of visitors to the event revealed that 91% rated it as 'very good' or 'good'; 94% said they would attend a similar future event and 66% said they would definitely or possibly visit Allerdale as a result of the event. Average spend at the event was £22.82 per person.

Maryport Development Strategy

An Expression of Interest to the value of £500,000 has been submitted to the Borderlands project to support the development of retail pods in Maryport and develop the town as a cycling hub. The Expression of Interest has passed the first stage of evaluation and we have been invited to submit a full application by January 2019 to the Rural Development Programme for England Growth Programme. Funded programmes must be complete and grant claims submitted by 31 December 2020.

An application to the Coastal Community Fund Round Five Funding has been made by the Coastal Community Team for Maryport and Allonby to fund a range of projects including retail pods and cycling development from April 2019 to March 2021. The value of the application is £913,000. A decision on whether the bid can progress to the full bid stage is imminent.

Great British High Street Awards

We have worked with the Maryporters Town Team to submit an entry to the awards which have been organised by the Ministry of Housing, Communities and Local Government with a first prize of £10,000. The shortlist of entries will be announced on 10 September 2018.

Festival of Music and Laughter, Workington

The first free Workington Festival of Music and Laughter will take place on Saturday 22 September 2018 as part of plans to grow the night time economy of the town. There will be a trail to encourage participants to visit a range of venues which include pubs, The Carnegie Theatre and Arts Centre and Theatre Royal.

Dangerous Structures

The Building Control team have recently dealt with a number of reports of dangerous structures most notably taking action in relation to a building in danger of partial collapse at Curzon Street, Maryport to ensure the building was made safe. The team also responded to a request for advice from the fire service following a fire in a garage premises at Mealpot Road, Maryport and took action to secure the site following the incident.

2.3 Corporate Resources (Finance and Property) Portfolio: Cllr Barbara Cannon

Workington Hall

Historic England have still not determined our grant application. They have suggested we appoint our consultants up to RIBA stage 4 with a view to obtaining full tender costs. The consultants have been appointed and are progressing the tender specification. It is hoped, providing the grant application is successful, that works could commence in late February 2019.

Salterbeck Cemetery

Tenders have been received for the relaying of some of the pathways within the cemetery. It is hoped to have these works complete by the end of September.

Public toilets

We are currently waiting to hear from Aspatria Town Council as to whether they are interested in taking over the public toilets in the town. The offer to the Town Council involves a full refurbishment of the properties.

Options for the Grange toilets are still being discussed and the National Trust are arranging a meeting of interested parties to see if there is a way the toilets could remain open. The Borough Council position remains that we will offer to refurbish the toilets providing a transfer takes place to a suitable third party.

Footway lighting

Discussions have started with Cumbria County Council (CCC) in respect of footway lighting provision and the possible transfer to relevant Town and Parish Councils. Further meetings and surveys are planned to try and establish exactly what needs to be upgraded/transferred.

Statement of Accounts 2017/18

Following audit by the Authority's external auditors, Grant Thornton, the Authority's 2017/18 Statement of Accounts and annual governance statement were approved by the Audit Committee on 27 July 2018.

The audited accounts and annual governance statement were published on the Authority's web site on 31 July in line with the revised statutory timetable implemented in 2017/18.

Despite the challenges of successfully meeting the shorter statutory reporting timetable – which saw the deadline for publishing the Council's unaudited statements brought forward by one month and the deadline for publishing its audited statements by two months - the Council has successfully maintained the quality of its financial statements.

During the audit process only a small number of minor changes were required to the financial statements and the Authority's auditors once again commented favourably on the:

- the quality of the accounts and supporting working papers submitted for audit, and
- the prompt and efficient response to queries raised during the course of the audit.

Staff issues

During the Quarter Anne Falcon – Technical Officer - successfully completed the Association of Accounting Technicians (Foundation Certificate in Accounting). She will now move on to study for the Advanced Diploma in Accounting in September.

2.4 Governance and People Resources Portfolio: Cllr Joan Ellis

Assurance, Risk & Audit

The team are completing their planned assurance reviews in line with the agreed work plan. Assurance support has also been provided as part of the evaluation and moderation exercise undertaken as part of the procurement of the waste contract.

The Assurance Risk and Audit Manager provided in-house training to the Audit Committee and feedback has been positive.

Congratulations to Paula McKenzie on her achievement of the level 2 AAT with a distinction and a 93% result overall!

Democratic Services

Through the Member Development Working Group, we continue to develop the programme of learning and development activities for members for 2018/19 and planning the induction programme for Members following the elections in May 2019.

Work is ongoing in connection with the Council achieving its reaccreditation with North West Employers to retain the Charter for Elected Member Development. The Member Development Working Group would appreciate members' co-operation and engagement in assisting this process over the next twelve to eighteen months.

Legal Services

The Legal Services Team continues to support the Authority in the delivery of the Council's priorities and objectives, as well as contributing to the successful implementation of corporate projects by working closely with officers from across all services, elected members and the public. Support to the Community Services Team is ongoing in respect of the procurement of the waste contract. Assistance is also being provided in the implementation of the loans scheme for local businesses with the ultimate aim of job creation. A variety of property matters are ongoing including continued work regarding the acquisition of land at Lillyhall.

Community Safety

The Authority continues to support the Allerdale Multi-Agency Problem Solving Hub with several departments contributing to the partnership working. Officers have referred a number of matters to the Hub on behalf of residents across the borough on a range of issues, many of which include elements of anti-social behaviour.

Electoral Services

The Electoral Services team is currently carrying out the annual household canvass. Initial forms were sent at the end of July and there has already been a 61% response rate. First reminders were posted in early September and canvassers will be undertaking house visits to chase up non-responders in October. There will again be a focus by our Visiting Registration Officers on ensuring people living in nursing and residential homes are registered and have appropriate absent voting arrangements in place.

Community Governance Reviews are in progress across the borough and final recommendations will be presented to Council by December 2018 to ensure any new arrangements are in place for the May 2019 borough and parish elections. Polling district and polling station reviews will commence shortly and all elected members will be invited to participate in the reviews. Once all reviews are complete the team will be able to set up the new ward boundaries within the electoral management system in preparation for the elections.

Licensing & Land Charges

The Licensing Team have successfully implemented the practical driving test for taxi drivers and testing has begun. Feedback regarding the appointed company has been very positive and weekly updates are provided as to the results of the tests. A specification has been drafted for the knowledge test and a request for quotes was issued on 24 August 2018. Both the knowledge test and driving test should improve the quality of the service provided in the Borough and serve to protect the safety of the travelling public.

People Resources

'What Great Looks Like' appraisal documentation has been updated with final document to be sent to SMT for approval. Once approved, training will be rolled out to managers across the Authority. Reviews will include provision relating to stress and mental wellbeing in the workplace. This work is being completed in the context of Allerdale's commitment to promote better health at work.

In addition to concentrating on 'What Great Looks Like', the team has been focussing on the implementation of our e-Learning programme. The e-Learning programme has provided a great support tool to our staff to enable them to receive flexible training.

2.5 Transformation Portfolio: Cllr Konrad Hansen

Transformation

Allerdale became the first district council in England to sign up to a new joint transformational initiative developed by the Ministry for Housing, Communities and Local Government (MHCLG), and the Government Digital Service (GDS) – the initiative is called **The Local Digital Declaration**.

The declaration, which was co-authored by 50 organisations including 24 councils, includes innovation funding available over the next two years to support local digital development across the country.

Under the banner "**fixing the plumbing**" the declaration has five main principles

- To go further to redesign our services around the needs of the people using them.
- 'Fix our plumbing' to break our dependence on inflexible and expensive technology that does not join up effectively.
- Design safe, secure and useful ways of sharing information.
- Demonstrate digital leadership, creating the conditions for genuine organisational transformation to happen.
- Embed an open culture that values, incentivises and expects digital ways of working from every member of our workforce.

There is no financial cost to Allerdale however there is huge potential to gain from collaborative development and demonstrate our commitment to service transformation.

ICT

Our ICT team continue to make sure that not only are Allerdale staff able to access information and services safely from locations across the district but they have also worked closely with the Affinity Credit Union to provide them with a mobile solution which enables them to work across community locations.

A significant amount of ICT officer time is devoted to supporting the Arcus project, the project is the delivery of a core IT system which will support the planning, building control, environmental health, housing and licencing teams.

The team are going through a significant technical training programme on products such as Salesforce, Azure, Private Cloud enablement and more security improvements.

Customer Operations (Revenues & Benefits, Council Tax, Customer Service Centre)

More progress has been made developing self-service for our customers through our website with a number of new self-service forms going live including:-

- Council tax – change of address online form
- Council tax – change of tenant form for Landlords
- Direct Debit form for Council tax has gone 'live'.

A new Housing benefits "Intention to claim" form is also now available and will form part of a pilot to see if there are any advantages in one of our experienced claims experts meeting with customers who are claiming housing benefit for the first time to help them complete the claim. The pilot will run for six months and the review will look at its effectiveness in terms of improvement in processing times, reduction in customer contact, resource commitment required and cost effectiveness.

Total Mobile for Visiting Officers (mobile working solution) – now up and running with council tax and business rates inspections now live. This has enabled the Empty Property Review to be completed in-house.

Previously the review has been outsourced and completed by a 3rd party company. Moving the work in-house will deliver a saving to the Council and also means that the Council has more control over the process. The next phase of the review for new build properties is also underway and is on target to be completed by the end of September.

Personal Budgeting and support for claimants claiming or moving onto Universal Credit has seen an increase in customers using the service following an improvement to the process agreed with our partner organisation CAB (Workington).

Procurement

The procurement team continue to work on the waste contract to ensure the Council was ready for the competitive dialogue session and throughout the

project meetings to make sure we get the best value for the waste and recycling and street cleansing services.

The team has also been working hard behind the scenes updating templates for procurement and developing further training for third tier managers to focus on procurement and contract management. A tender exercise was undertaken to find a suitable trainer and a successful bidder appointed.

2.6 Environmental Quality Portfolio: Cllr Michael Heaslip

Environment Heritage Initiatives

The main works to Harrington Reservoir are complete and a re-opening event is planned for 8th September.

The Workington Hall Park - Stage 1 HLF bid has been submitted.

Design of the Siddick Pond Bird Hide exhibition is being finalised for installation in August/September along with habitat creation works. A Water Environment Grant application has been made for £190K over three years.

The contract for design/consultation on the Central Way Underpass (Workington) was awarded to Groundwork and design work is underway. Artwork for the Confluence, Cockermouth is held up pending Environment Agency approval.

Council Sport and Play Facilities

GLL is developing plans for outdoor activities on the grass outside Workington Sports Centre. A preliminary design brief has been prepared.

We are in the early stages of planning a replacement for Keswick Spa where the building is coming to the end of its useful life. In the meantime, GLL will be refurbishing the gym at Keswick Spa to improve the quantity and quality of usage.

Design contractors are looking at the pitches at Moorclose (formerly part of Workington Leisure Centre) to create a football hub on the site in association with Cumberland FA.

Sport Development

A Cockermouth Sports Facilities study is complete. A summary of recommendations and actions has been sent out to the organisations consulted. A report for the decision on next steps and funding commitment will be reviewed in October.

The Tour of Britain cycling event is being complemented by a community programme in partnership with Cumbria County Council which includes junior summer cycle challenge, cycle training sessions, lead cycle rides, and cycle leader training sessions and taster sessions.

10p swims have been very successful again this summer, with very high figures for take-up.

Bereavement Services

The Service has once again been awarded the Gold Standard of the Charter for the Bereaved. Burial numbers have decreased to a more 'normal' level in the last couple of months. We are waiting for a report from Holme Low Parish Council regarding their plans for Silloth Cemetery building. Memorial inspections are on track with Maryport nearing completion.

Open Spaces

We continue to work with other bodies and agencies to better manage river catchments with the West Cumbria Rivers Trust. At a recent meeting, following concerns raised by councillors and others, I objected to the large scale use of plastic materials in works to Crummock weir, which must have resulted in micro plastics entering the Cocker, the Derwent, and the sea (as well as being unsightly). I am awaiting a response. The Ellenwise Project now has a project officer in place and work is taking place on reducing farm effluence, beach clean-ups and Himalayan Balsam removal.

Parking

Penalty Notices issued continue to increase as the new working arrangements prove to be a continued success with CEO's out until 8pm. This is particularly important to ensure users of the car parks are complying with the overnight charges. Pay and display tickets have increased as well so it's moving the right way there.

Work continues on an upgrade to the Multi Storey Car Park and painting is complete.

Some town centre fringe car parks in Workington, currently free but full during office and shop hours, will be changing to pay & display. New direction signs on approach roads pointing visitors to car parks are in preparation for Workington and then Cockermouth.

Street Scene

Work has started on the Council's PSPO (Public Space Protection Orders), these replace all the dog control areas and are fundamental to the work of the Street Scene Team as without them the Officers are unable to enforce. Sam Alexander will be leading on these for the team and if any Councillors would like an area to be considered then please contact her directly.

Late September will see the launch of our dog fouling campaign - as the nights get darker it's likely we will see an increase in dog fouling. This campaign will run in conjunction with Keep Britain Tidy's campaign "we're watching you".

Two CCTV cameras have been ordered which will be used to tackle fly-tipping. The cameras are controlled remotely and it's hoped that they will provide evidence which we would be able to use in a fly-tipping prosecution.

The new FCC apprentices are working well, three are based with FCC and one with the Community Services Team. So far they have been helping

pressure wash Workington Town Centre and will be turning their attention to Old Side.

Waste and Recycling

A dispute (not involving this Council) which meant that bulky waste could not be taken for disposal and therefore could not be collected, has been resolved and bulky waste collections have been resumed.

2.7 Tourism and Culture Portfolio: Cllr William Jefferson

Bowness Farm House, Bowness on Solway

Bowness House Farm is a high quality development of self - catering accommodation, a pizzeria/restaurant, shepherds' huts self - catering accommodation and a fitness suite in the centre of the village. Phase One of the development – shepherds' huts and fitness suite is due to complete in September 2018, with the latter being made available for local community use. The development will grow the value of the visitor economy in the area by attracting new visitors to Hadrian's Wall World Heritage Site and the Solway Coast Area of Outstanding Natural beauty.

North Lakes China Forum

We are part of this private - public partnership that will market Allerdale, and other partner's areas, to the growing Chinese market. Targeting this market will enable us to deliver on the China market item in the 2018/19 Business Plan.

Solfest

This year's Solfest, 25 - 27 August, will receive year two of investment funding from us to enable the festival to be self - sustaining after three years of support. The final year of funding will see us support them with a final payment of £5,000 in 2019.

Taste Cumbria Cockermouth

The festival runs twice this year, from 29 and 30 September and 8 and 9 December and is run and organised by CN Events Ltd. We will invest in both to ensure they are high quality events that attracts large numbers of residents and visitors to support and assist the growth of the local economy. Last year the investment created £1.9m spend at the event.

UCLan intern

A UCLan intern has begun work with us and will be with us until summer 2019. Her first project is to assess the profitability of Cockermouth town centre independent retailers by undertaking primary research and then recommending opportunities for business growth and enhanced profitability by targeting local residents and visitors. Copeland Borough Council are also employing an UCLan intern.

Ovo Energy Tour of Britain

Two stages visit in Allerdale this year on 6 and 7 September with both finishing at Whinlatter Forest Park. We will have our Visit Allerdale stand at Whinlatter on both days and are promoting the event to both residents and visitors.

Visitor website

Our new visitor website, www.visitallerdale.co.uk is now live and features content to encourage target customers to visit Allerdale as well as encouraging residents to discover more on their doorstep.

WWI Centenary Commemoration

Black Knight Historical, who were appointed following a competitive tender, will be working with local communities and schools across Allerdale, to involve them in the creation of a diorama and performance that will represent the experiences of people at the home front and the front. The diorama will be on display at the Carnegie Theatre for two weeks in November 2018 and will complement the commemorations planned by local councils, churches and voluntary organisations. A launch event is being planned.

2.8 Housing, Health and Wellbeing Portfolio: Cllr Carni McCarron-Holmes

Terrorism and Prevent

Executive Members have now received training on Prevent delivered by an ex Counter Terrorism Police Officer. The training was very well received and all the feedback was positive.

Further discussions are now ongoing to arrange training sessions for all Allerdale staff and Councillors. Staff are currently completing the online Prevent training which has to be completed over the summer in line with all other online training requirements.

The Council's Prevent Strategy guidance leaflets have been updated and are ready to be cascaded internally and shared with partner organisations.

Emergency Planning and Resilience

Flood alleviation proposals, as announced by the Environment Agency, have been consulted on for Maryport, Flimby and Wigton. The team continue to attend and feedback any issues that arise and share best practice with all organisations. The team still attend all external meetings making sure that Allerdale is well represented at both regional and national levels.

Weekly teleconferences have been held regarding the dry weather we have been experiencing in Cumbria. The team are focusing on the private water supplies and bore holes we have in the area and preparing support measures should they be required. Allerdale has 540 properties relying on private water supplies. Teleconferences will continue for the foreseeable future.

The team continues to take part in all multi-agency exercises representing Allerdale, the most recent one was on 23 August and focused on an emergency around nuclear derailment.

Pest Control

As previously reported the team are looking to develop the pest control contracting work presently undertaken. An initial focus on the farming community has resulted in a number of calls for further information and to date one farming business has signed up.

Homelessness

We have successfully advertised and appointed an internal candidate to act as our Crisis and Support Officer (Domestic Violence) based on an external grant working for 14 hours per week. This will give us additional capacity to proactively deal with any homeless situation resulting from threats of violence or domestic abuse.

An internal audit is currently being carried out regarding the introduction of the new Homeless Reduction Act in April 2018 and its impact on our services. In addition, a consultation meeting was held with the regional Homelessness Advice and Support Team (HAST) to review implementation which highlighted the good work of the team.

An internal secondment has been agreed with Customer Services to cover maternity leave until December. This followed internal advertisement and interviews.

Corporate Health and Safety

The Manager has recently investigated an accident involving one of FCC's agency staff. The incident has not been referred to the HSE and health and safety meetings with FCC are ongoing to ensure staff and site safety remains a key focus.

Fire risk assessments have been carried out for the AONB office. The completion of the necessary improvement works will be coordinated by Property Services.

The team are working with both HR and third tier managers following the completion of a number of Display Screen Assessments carried out for employees suffering with musculoskeletal issues.

The Manager continues to work with HR on all stress related issues for employees within the council.

Harrington Harbour

Currently working on revising and implementing suitable and sufficient risk assessments for harbour activities.

Food Safety

The first hearing has taken place at the Magistrate's Court for the DNP (a harmful food substance) case, which was passed up to the Crown Court for

the hearing. The case, due to be heard on 17 August was adjourned until 28 September. While there is legal representation for the individual with the 'controlling mind', there is no representation for the Company.

New Regulations, Animal Welfare (Licencing of Activities involving Animals) (England) Regulations 2018, are due out October 2018 which will bring in a single licence for animal welfare activities reflecting up to date welfare requirements. Each activity, such as animal breeding, will have specific standards but the level of protection will remain the same. The regulations will include activities i.e. online and home based activities and coming under the local authority remit, mobile animal exhibits and performing animals. Implications for the local authority are currently being considered.

The team is working with the Food Standards Agency (FSA) to move forward in the delivery of 'Regulating Our Future' (ROF). Currently looking at Registration and providing details to the FSA so there are changes afoot in the way food businesses become registered. This is the first phase of moving forwards and we will continue to work with the FSA to deliver the ROF plans.

Following a period of consultation new standards relating to toilet provision in places of refreshment have been approved. They have been adopted across Cumbria ensuring a coordinated and fair approach is applied across the county.

Community Led Housing

Three large grant applications for Community Led Housing funding are due to be submitted over the forthcoming months which relate to Keswick Community Housing Trust, Keswick Youth Centre and Above Derwent Community Land Trust. These applications should cover various project specific capital costs.

A further grant prospectus has now been published on the Homes England website. The prospectus sets out the new fund of £163m being made available for Community Led Housing related initiatives. The document provides guidance on grants available to both Local Authorities and specific Community Focused Organisations. Phase One of the grant is now open to applications and relates to revenue, infrastructure and project support requirements. We aim to apply for grant funding to assist on existing schemes, as well as potentially new projects going forward.

Housing Enforcement

Following Building Control's involvement with the dangerous building on Curzon Street in Maryport, now there is no imminent danger of collapse, we are working with the owner to ensure that remedial action is taken.

New legislation relating to the licensing of Houses in Multiple Occupation (HMOs) will come into force on 1 October 2018. This extends mandatory licensing to include all HMOs where there are five or more people, from two or more separate households, sharing one or more basic amenities, regardless of the number of storeys in the property. At present only those properties that have three or more storeys require a licence. The team are currently working on raising awareness of the forthcoming changes amongst our landlords and

lettings agents and will be undertaking work to proactively identify HMOs. We are already processing a number of licence applications and it is anticipated that the changes will double the number of HMOs within Allerdale that require a licence.

Housing Grants

The team have awarded 71 mandatory grants so far this year to adapt the homes of disabled people. A further 45 cases are currently being processed for completion this financial year.

80 discretionary grants have also been awarded to complement the mandatory adaptations and to improve housing conditions. The budget for discretionary grants has now been fully committed for this financial year.

3.0 Recommendations

3.1 That Members note the content of the report.