

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 16 JANUARY 2018

Title of report	DELEGATION AND COLLABORATION AGREEMENT IN RELATION TO THE LIGHTBULB PROGRAMME
Key Decision	a) Financial Yes b) Community Yes
Contacts	Councillor Alison Smith 01530 835668 alison.smith@nwleicestershire.gov.uk Strategic Director of Place 01530 454555 james.arnold@nwleicestershire.gov.uk Head of Community Services 01530 454832 paul.sanders@nwleicestershire.gov.uk
Purpose of report	For Cabinet to delegate the provision of the disabled facilities grants service to Blaby District Council as the host authority of the Lightbulb programme from 1 April 2018.
Reason for Decision	<p>The Lightbulb business case sets out the new integrated model for housing support which has been agreed across the County.</p> <p>The delivery of the disabled facilities programme is a mandatory function. Currently the Council’s disabled facilities grants are administered by the Lightbulb team at Blaby District Council with North West Leicestershire still responsible for the mandatory function. This is covered by an agreement which is due to expire 31 March 2018.</p> <p>Delegation of the mandatory function to Blaby District Council will streamline processes further.</p>
Council Priorities	Value for Money Homes and Communities
Implications: Financial/Staff	Delivery of the service through the Lightbulb host authority has been budgeted for and will provide a more resilient consistent service across the County. There are no staffing implications as there are no longer any staff directly employed by North West Leicestershire who deal with Disabled Facilities Grant’s.
Link to relevant CAT	N/A

Risk Management	Risks have been considered and are covered within the agreement. The agreement will be monitored and managed by the Lightbulb governance structure which consists of programme and delivery board. One of the main risks to be monitored and managed is that of demand for the service increasing above capacity of the delivery team hence there has been a soft launch of the scheme so far.
Equalities Impact Screening	Compiled by Blaby District Council
Human Rights	N/A
Transformational Government	N/A
Comments of Head of Paid Service	The report is satisfactory.
Comments of Deputy Section 151 Officer	The report is satisfactory
Comments of Deputy Monitoring Officer	The report is satisfactory.
Consultees	James Arnold – Strategic Director of Place Glyn Jones – Director of Housing Councillor Alison Smith – Portfolio Holder
Background papers	Communication Pack (See Appendix 1)
Recommendations	THAT CABINET DELEGATES ITS FUNCTION OF THE PROVISION OF THE DISABLED FACILITIES GRANTS SERVICE TO BLABY DISTRICT COUNCIL FROM 1 APRIL 2018

1.0 BACKGROUND

- 1.1 The Lightbulb project is a major transformational programme across the 7 District Councils and the County Council which will integrate a range of housing support services such as Disabled Facilities Grants (DFG), minor adaptations, affordable warmth and handyperson services into a single service available to all. This new service will be easier to access, easier to use and will provide support around an individual's need not an organisations processes. See appendix 1 for the communication pack.
- 1.2 In June 2015 the Officer who dealt with North West Leicestershire's (NWL) disabled facilities grants (DFG's) retired and therefore the Council agreed for Blaby District Council (BDC) to deliver the DFG's through a services agreement.
- 1.3 During this time the countywide Lightbulb partnership developed and went live 1 October 2017 and NWLDC transitioned to the Lightbulb model through an updated services agreement.

- 1.4 The Lightbulb service provides a centralised management, performance and development “hub” lead by one partner authority (BDC) which ensures consistency and resilience across the County. The central team is made up of two senior Housing Support Co-ordinators, one Service Manager and Admin support.

In addition, the resource for the locality team for each district or borough council has been calculated based on current demand for the service. The resource provided for North West Leicestershire is set out in table A. These are based at Social Care in Coalville.

Table A – North West Leicestershire District Council Lightbulb Locality Team

Officer Role	FTE
Housing Support Co-ordinator	1.8FTE
Technical Officer	0.3FTE
Occupational Therapists (LCC)	1 post 27 hours 1 post 23 hours (approx. 0.7 and 0.6)
Admin Support	0.4 FTE

- 1.5 The proposed new governance structure for the Lightbulb programme from January 2018 is in the form of a management board which replace the existing programme board currently attended by Glyn Jones (Director of Housing) and delivery board which replaces the steering group currently attended by Clare Proudfoot (Environmental Protection Team Manager).
- 1.6 The central hub admin team will produce monthly performance reports which will be provided to NWLDC’s Environmental Protection Team Manager. On a quarterly basis the Senior Housing Support coordinator will report to the proposed management board.
- 1.7 NWLDC’s performance will be reported to the Head of Community Services and through the regular Portfolio Holder briefings.
- 1.8 On a wider level, the progress of the project is reported through the Unified Prevention Board, to the Integration Executive and Health and Wellbeing Board. There is district authority representation on the Unified Prevention Board and Integration Executive. The Health and Wellbeing Board has member representation.

2.0 LEGAL ISSUES

- 2.1 Since 1990 local housing authorities have been under a statutory duty to provide grant aid to disabled people for a range of adaptations to their homes. The main legislative framework governing DFG’s is provided by the Housing Grants, Construction and Regeneration Act 1996. The grant aid is means tested (except for children) and the eligibility is defined in the above legislation. Further statutory obligations to assess the needs of adults and provide resources, information, adaptations and equipment are set out in the Care Act 2014 and associated statutory instruments.
- 2.2 In addition, the Regulatory Reform (Housing Assistance) Order 2002 (RRO) introduced a wide range of discretionary powers to local authorities to enable them to develop a range of financial assistance to meet local needs in relation to private sector housing renewal and disabled adaptations.
- 2.3 In order to implement the RRO locally in NWL developed the current Housing Assistance Policy to enable the Council to use its discretionary powers to enter into the provision of services which are wider than the mandatory DFG. The Lightbulb programme delivers these discretionary functions as well as the mandatory functions described in paragraph 2.1 above.

- 2.4 In June 2015 the DFG Officer at NWL took retirement and this was an opportunity for NWL to enter into the Lightbulb project as one of the pilot authorities. This arrangement was covered by a services agreement as that was the most appropriate type of agreement for a pilot.
- 2.5 As Lightbulb moved through the implementation phases to full role out, consultation between all of the partners commenced to identify the legal framework to be adopted for full role out, which went live on 1 October 2017. It was agreed NWL could remain on a service agreement until March 2018 to allow time to go through NWL's governance because delegation of function is a Cabinet decision at NWL. This will allow NWL to fall in line with all other partners in the Lightbulb legal framework from April 2018. The delegation of function agreement was the preferred agreement following the consultation process taking on board advice from legal and procurement services. The delegation of function does not relinquish NWL's statutory responsibility but provides for the host authority to undertake those responsibilities on NWL's behalf and therefore in practice essentially provides a similar framework to the service agreement.
- 2.6 To formalise the delegation of the mandatory and discretionary functions described above to Lightbulb's the host authority, BDC, the Council will enter into a legal agreement with BDC under which BDC will exercise those functions and deliver the Lightbulb service on NWLDC's behalf. The proposed agreement will include performance and financial monitoring arrangements between the NWLDC and BDC.

3.0 RESOURCE ISSUES

- 3.1 The financial model for Lightbulb is based on an assumption of no additional resources up until the end of the agreement in March 2019. A costed model for the Lightbulb service has been developed based on robust mapping of existing demand for housing support across partner organisations. This has informed the level of demand for Lightbulb across the county.
- 3.2 The costs for providing the service for the Council has been determined as approximately £48,000 per annum, of which £12k is funded from the 18/19 revenue budgets and the remaining £36k is to be capitalised and funded out of the 18/19 Disabled Facilities Grant allocation.
- 3.3 The capital programme for the disabled facilities grant programme for 2018-19 is £762,253 which is made up of an estimated £572,989 of Disabled Facilities Grant money which forms part of the Better Care Fund (based on 17/18 grant figures) and internal funding from earmarked reserves and in year budgets. The lead authority (BDC) will provide monthly finance reports of the disabled facilities grant expenditure.

4.0 EQUALITY ANALYSIS IMPLICATIONS/OUTCOMES

- 4.1 An Equality Analysis has been completed by Blaby District Council on behalf of all partners as part of the development of the Lightbulb Business Case.

5.0 RISK MANAGEMENT IMPLICATIONS

- 5.1 Lightbulb is a new concept for meeting the housing needs of the most vulnerable in the community. The delivery model, including staffing resources has been based on current demand for service. There is the risk that once Lightbulb is in operation the demand for the service may increase. The demand for services will be reviewed and monitored by both the management and delivery board on regular basis to ensure there are sufficient staffing resources to meet the demand.

6.0 RECOMMENDATION

- 6.1 That Cabinet delegate the mandatory and discretionary aspects of the DFG function described in this report to the lead authority (BDC).

Appendix 1 - Lightbulb Communication Note



Lightbulb housing support service switches on

'Lightbulb' – a pioneering programme which aims to make it easier to find and receive practical housing support to live at home will be rolled out across Leicestershire from 2 October.

Lightbulb will provide a single point of contact for a range of services including:

- Access to help and advice with affordable warmth
- Technology to keep residents safe around the home
- Home adaptations and Occupational Therapy support
- Other help and advice to live well and safely at home

Lightbulb is a partnership between Leicestershire County Council and the seven district and borough councils across Leicestershire, bringing together a range of practical housing support into a single service.

Referrals to the service can be made through Leicestershire's Adult Social Care Customer Service Centre or First Contact Plus.

The overall ambition of the programme is to maximise the contribution that housing support can play in keeping vulnerable people independent in their own homes; helping to avoid unnecessary hospital admissions or GP visits and facilitating timely hospital discharge.

For more information about Lightbulb, contact Teresa Neal, Service Manager on 0116 272 7687.