

Key

Prevention
Access & Supply
Temporary Accommodation
Support

Action	What is in Place Already	Resources Required	Other Comments or Future Action
Enable access to homeless prevention budget, including cash, for front line staff to respond quickly to prevent homelessness	Credit card in place in local offices	Agreement from finance to enable cash to be accessed from card	Not been in place long and cash access needs considered
Identify demand for multi-agency training focused on Housing Options and the prevention of homelessness	Housing Options Toolkit procurement is complete and is in development. Expected delivery in 2019/20	Within existing resources and existing HUB resources	First modules due in Spring
Explore joint training opportunities with private sector team to share expertise and knowledge and encourage joint working	Information sessions for private landlords	Within existing resources	2 pronged approach - Training for staff but also awareness in private sector around changing perceptions of private landlords
Discuss alternatives to eviction internally and with other housing providers and consider all possibilities before eviction is considered	Updated protocol being developed for Section 11's. Internal meetings in place but at a late stage. Current prevention budget in place however this is not recurring funding.	Requirement to continue with homeless prevention fund. Provide furnishings to help sustain tenancies.	Set up pre eviction discussions with RSL's at the earliest possible stage. During consultation event RSL partners were keen to develop this idea
Establish multi agency group to inform whether there is a need for a Young Person Housing Action Plan	Group selected and organised for January	Within existing resources	Following discussion in Homeless Strategic Outcome Group
Trial 'mini public' engagement to enable those with lived experience to contribute to service delivery	Discussed with community learning and development	Indicative costs £50 per day to participant plus food and travel. 12 participants per session and 2 days initially	Opportunity to work alongside community learning and development and this will also help to change the perception of homelessness within our communities
Review access to in-house mediation and outcome of referrals. Consider providing specialist mediation services to cover schools and families and promote homeless and housing education.	One in house mediation post in place	1 FTE Mediation Officer	North based and over subscribed with neighbour complaint cases. Specific mediator required for homeless issues.
Review use of taster flat by Through Care and After Care SW staff and provide additional resource if required	One flat in Peterhead currently leased to Social Work to provide training opportunity	Within existing resources	Potential to identify a further property in a further location
Review the implementation of the SHORE standards and the operation of the Prison Discharge and Homeless Prevention Protocol	Protocol in place, regular attendance at prison, exchanging of info.	Within existing resources	Has been in place for 18 months, review required to ensure appropriate arrangements in place.
Review services and develop prevention pathway in relation to Gender Based Abuse with attention to the recommendations made by Womens Aid (Change, Justice, Fairness report), Scottish Gvt (Equally Safe) and Housing Associations (Make a Stand)	Options staff have had access to face to face training. There is online training package and will be covered in Options toolkit. Existing partnership with Grampian Womens Aid in relation to funding of refuge and provision of homeless advice and assistance	Can this be done within existing resources?	Training on understanding of issues and appropriate responses should be rolled out to wider staff groups and promoted corporately. Awareness that implementing some of the recommendations would have cost implications
Participate in the development of a model for co-ordinated delivery of advice and information across Aberdeenshire	Housing fund 2 posts within one small area. Also supply funding to a number of other projects. A proposal has been made to consolidate this and work in partnership with H&SCP to ensure wider delivery and co-location	Within existing resources	
Review all current temporary accommodation occupancy and whether appropriate to convert to SST	Current stock of 366 temporary units	Within existing resources	Discussion on case by case basis considering the length of time occupied, requirements of applicant and service
Allocate properties previously held for IWI to occupants of temporary accommodation in the first instance	Properties would be allocated to applicants according to allocation policy and using existing relet targets	Within existing resources	Opportunity to consider each vacancy to get best use in terms of homeless backlog or to create vacancy chains
Review Allocation Policy and ensure that rapid rehousing approach reflected in it	Existing Allocation Policy has to be reviewed in 2019	Within existing resources	Ensure that requirements of Rapid Rehousing incorporated - just in time allocations, flexibility in size offered, prioritising homeless applicants, creating vacancy chains
Investigate developing common allocation policy	Common allocation portal Apply4Homes already in place which enables an applicant to apply to a number of social housing providers	Within existing resources	Previously been little appetite to do this however RRTTP gives an opportunity to revisit the benefits of this.
Review void procedure and targets	Procedure in use was updated in March 2016 to reflect some changes but not comprehensively reviewed		Organisational changes including implementation of tech hub - need overview to streamline process, give clarity on roles and responsibilities, prioritise tasks and improve performance through reduced time taken to turnaround properties. Also to consider when the most appropriate time is to allocate a property to ensure it goes to the person with the housing need at the time
Review target for proportion of allocations to homeless households	Current target for allocation of mainstream property to those with homeless priority is 50% - Year 2017/18 achieved 51.9%	Within existing resources	
Consider allocation of 2 bedroom property to single people and cover relevant costs where there is a mismatch between supply and demand which can be common in many rural settlements. Also takes account of possible future increase in family composition	Takes place already where there is limited demand for 2 bed property in certain areas. Consideration needed whether to widen this approach but if so how could it be paid for as DHP budget is under pressure	A budget to cover the shortfall in rent if needed.	Building 1 bedroom housing in the North East of Scotland can be difficult due to higher build costs.

Develop procedure for discharge of homeless duty to Private Rented Sector	Legislation exists to do this but no recorded use within homeless statistical returns	Within existing resources	Need to make better use of opportunities in PRS and ensure recorded as outcome - consider where there are particular needs that cannot be met by LA or RSLs within reasonable period of time
Review current agreements with RSL partners to ensure allocation of minimum 50% lets to statutorily homeless applicants including where CBL scheme is in place	Nomination agreements currently in place and targets set	Within existing resources	Reviewed each year and information provided but ARC returns not useful when looking at performance in a specific LA area
Develop platform for registered landlords to advertise vacancies	Discussion held with private sector team	ICT support required across both authorities	Possible interest from Aberdeen City in a joint venture
Review use and effectiveness of current Rent Deposit Guarantee Scheme	RDGS scheme in place.	Within existing resources	Should cash be available for rent up front and should this be recovered?
Ensure ongoing contact with homeless applicants through effective case management and continue to discuss housing options	Case Officer responsible for homeless case and discussion of Housing Options. Contact with Temporary Accommodation Officers.	Within existing resources	Currently highlight Homehunt opportunities, discuss nominations, review area choices on regular basis with applicants. Review caseloads
Fraud check housing allocations to ensure housing is allocated to those in need	Assessment of housing applications to ensure meets Allocation criteria and that information provided is correct.	Purchase additional feature from external ICT supplier	Can be built into on line assessment process
Consider new build standard	Discussion taken place with strategy team about future requirements and impact on SHIP	Within existing resources	We require to develop more 1 bedroom properties
Deliver 751 new affordable homes in the areas identified in the Strategic Housing Investment Plan	Aberdeenshire Strategic Housing Investment Plan was agreed in November 2018	Within existing resources	Further funding may be needed to develop the right size of accommodation in future years
Consider Community Hosting models and feasibility within Aberdeenshire (or joint commissioning with City)	There is no provision currently. A supported lodgings scheme is in place within SW Throughcare and Aftercare. Information session organised for February to gain details re Nightstop	Funding required to develop a scheme either via an external provider like Depaul Nightstop or to develop an inhouse scheme between both authorities.	To consider establishing a project to provide young homeless people with short term emergency accommodation or whether opportunity to utilise existing resource in Supported Lodgings Scheme?
Implement target for maximum stay in Bed & Breakfast, for households not covered by the Unsuitable Temporary Accommodation Order, of 21 days.	Households with dependent children or household member pregnant - maximum is 7 days only. For all other households placements can be longer. Current performance indicator is maximum of 28 days	Within existing resources	
Develop further 10 shared tenancies as an alternative to B&B in a rural location	8 shared temporary tenancies. Provide alternative to B&B	Within existing resources	Existing model has been used as a good practice example by Crisis and this is effective use of 2 bed property to provide alternative to B&B
Review use of Katteburn Court, Peterhead and Stonefield Place, Inverurie	12 and 8 space temporary accommodation units. Provide for single people and families. Temporary Accommodation not supported accommodation	Within existing resources	Weekly rent and service charges are high and unlikely to be sustainable. Funding model for Temporary Accommodation likely to change in 2021
Review use of King Street, Peterhead	6 space supported accommodation for 16-24 yrs	Within existing resources	Decision needed on changing the age criteria to a wider group and long term requirement for all types of supported accommodation needs reviewed
Review shared temporary accommodation model linked to SHORE standards	2 shared tenancies in place to ensure compliance with shore standards	Within existing resources	Review appropriateness of this model for prison release and inform further expansion.
Provide travel warrants to customers temporarily located outwith support networks	Provide travel warrants to access temporary accommodation only	Due to rural nature of the authority temp accommodation is distributed across the area. Travel costs are high and there is a lack of options. Funding needed to help people temporarily displaced to maintain links with support networks and essential services.	
Work with partners in Aberdeen City and Shire Housing First Consortium and provide appropriate referrals	Aberdeenshire are part of the Aberdeen City and Shire consortium. Currently very early days but is due to ramp up quickly. Agreement reached for 20 tenancies to be within Aberdeenshire to ensure Pathfinder has rural perspective within it	Within existing resources	Funding being provided via the Corra foundation
Review externally funded support projects	Key project (Castlehill), Assist project (Grampian and Tenants first) and the Tenancy Sustainment project (Langstane) - support tenants to settle into and maintain their tenancies	Within existing resources	Currently funded for 2018/19 but to be reviewed
Expand existing internal Rural Housing First project .	1 fte Housing First Support Worker with a current caseload of 13 and a waiting list. Initial outcomes very positive with significant savings being reported. Project is built on partnership working	1 FTE Support Worker	Successful outcomes with 4 temp tenancies having been made permanent.