

APPENDIX TO ITEM NO. 5(a)

**DRAFT FRAMEWORK DOCUMENT
JOINT COMMISSIONING PARTNERSHIP AGREEMENT
CASTLEFIELDS HALTON**

1.0 Introduction

1.1 The purpose of this document is to set out the nature of a Joint Commissioning Arrangement between Halton Borough Council, the Housing Corporation, Liverpool Housing Trust and CDS in the redevelopment of Castlefields.

1.2 This agreement is not intended to be a legally binding document but is a statement of intent by the parties to it. At this stage it should be seen as a starting point in a developing situation but it is expected that all parties will use all reasonable endeavours to put Joint Commissioning into effect through a partnership approach.

1.3 The document covers:-

- Primary Purpose of Joint Commissioning
- Role of Participants
- Allocation of Funding
- Duration and Review of the Agreement
- Statement on Way of Working
- Checklist of Tasks

2.0 Primary Purpose of Joint Commissioning

- 2.1
- (i) Formulation of a local housing strategy focussed on the Castlefields estate over three years and beyond with the aim of improving housing and the environment and providing good quality affordable homes suitable for local needs.
 - (ii) To maximise the investment of public and private funding.
 - (iii) To agree development priorities based on this strategy.
 - (iv) To set standards and targets in the operational delivery of these targets.
 - (v) To regularly review and monitor these standards/targets and revise the strategy where necessary.
 - (vi) To liaise with and contribute to the wider Castlefields regeneration agenda including working with the local community over the setting and monitoring of Housing Plus targets i.e. integrated non-housing initiatives,

and working with non-housing organisations and partnerships.

3.0 **Role of Participants**

3.1 It is envisaged that the participants in this agreement shall be:-

- (a) Halton Council
- (b) RSL's (Liverpool Housing Trust and CDS)
- (c) Housing Corporation
- (d) Tenants/Residents Representatives

3.2 **Council**

The Council is responsible for setting and approving the strategy and agreeing housing and non-housing implementation standards and targets with the Housing Corporation and RSL's. It is also responsible for reviewing this strategy periodically and to provide approved resources over a three-year period. It should also work with the Housing Corporation to monitor housing and non-housing outputs, especially the progress of schemes funded through the ADP. It should also ensure the effective co-ordination of Council departments in order to facilitate the speedy implementation of the programme and use its community leadership role to inform the partnership of wider renewal issues. Of special importance at Castlefields will be the interaction with the UDP Action Area Plan for Castlefields and Norton Priory, and with the Borough-wide Local Strategic Partnership for Neighbourhood Renewal programmes.

The Council will provide the necessary administration for the overall running of the Joint Commissioning Partnership.

3.3 **RSL's**

The key RSL's (LHT and CDS) are responsible for consulting with their tenants, providing stock to agreed standards, levels of affordability and timing and contributing to the development of the housing strategy by helping to identify demand. In addition the RSL's are responsible for managing the demolition, re-housing programme and developing the new accommodation to specified standards. They should also contribute to the wider Castlefields strategy, and deliver any specified non-housing outputs. All key actions should be carried out after consultation with residents to any agreed standards.

3.4 **Housing Corporation**

The Housing Corporation agrees to provide resources over a three-year period to help deliver the agreed housing strategy and delivery plan. It also agrees to contribute to the development of the above plans and to work with the Council to monitor housing and non-housing outputs, agreeing a three year forward plan

with partner RSL's and publishing standards as part of its statutory role in monitoring RSL's.

3.5 **Tenant Representative**

To ensure that a representative of the residents of the estate informs decision-making, and to ensure adequate consultation occurs and helps monitor performance. The Castlefields Forum and Residents Association will together be invited to nominate a representative to join the Partnership.

4.0 **Allocation of Funding**

4.1 The Housing Corporation and the Local Authority have established an initial three-year programme for Castlefields. This is set out below:-

4.2 **2001/02 Bid**

	<i>Scheme Costs</i>	<i>HC Grant</i>	<i>Approx Units</i>
CDS	£3.9m	£1.1m	34
LHT	£7.2m	£1.6m	<u>67</u>
			<u>101</u>

The following conditions have been attached:

- a written joint commissioning agreement including a housing implementation plan for the first three years being in place for Castlefields. The implementation plan to include housing and non-housing outputs being provided by the RSL's
- up-to-date evidence of demand and confirmation from the Local Authority that it is satisfied with the proposed numbers and mix. It is recognised that this may lead to changes in the detail of the attached allocation within the agreed funding level. Any such changes would need to be agreed by the Joint Commissioning Partnership.

4.3 In addition to the 2001/02 allocation, pre-allocations have also been confirmed for 2002/03 and 2003/04.

2002/03 Bid

	<i>Scheme Costs</i>	<i>HC Grant</i>	<i>Approx Units</i>
CDS	£5.6m	£1.7m	62
LHT	£4.9m	£1.2m	<u>54</u>
			<u>116</u>

2003/04 Bid

	<i>Scheme Costs</i>	<i>HC Grant</i>	<i>Approx Units</i>
CDS	£2.7m	£0.8m	34
LHT	£8.1M	£2.0m	<u>67</u>
			<u>101</u>

4.4 The following conditions have been attached:

- allocation conditions for Phase 1 having been met
- up-to-date evidence of demand/confirmation from the Local Authority that it is satisfied with numbers/mix
- satisfactory performance agreement/agreed implementation plan
- review of long term housing strategy for Castlefields and the implementation plan for the first three years. It is recognised that this may lead to changes in details of the attached allocation within the agreed funding level. Any such changes will need to be agreed by the Housing Corporation and the Joint Commissioning Partnership being set up.

The approval provides approximately £8.4m Housing Corporation monies over three years. The expectation is that the Council will provide the balance of the monies, namely £0.5m over the three years although the Corporation expresses a wish that these contributions will be higher.

4.5 Additional funding via parties to this agreement and others including commercial sources is likely to be identified as the project develops. These opportunities should be a central concern of the partnership.

5.0 Duration and Review of the Agreement

5.1 The Joint Commissioning agreement will come into effect as soon as ratified by the parties. It will last for an initial period up to 31st March 2005 or when the three-year programme is completed.

5.2 It is expected that the parties shall meet at least quarterly to review progress with a full review occurring before the expiry of the agreement.

6.0 Statement on Way of Working

6.1 The Joint Commissioning Partnership in Halton seeks to operate to a common purpose and in a spirit of partnership. All parties should be committed to developing and working to a well founded forward strategy that takes clear account of stakeholder views, and represents good value for money. All parties should look to the achievement of the partnerships housing and non-housing

objectives within the wider regeneration of the Castlefields area. Wherever possible decisions should be taken on a consensus basis although it must be recognised that certain decisions may be taken outside this basis but only where it reflects the roles of each party.

7.0 **Check List of Tasks**

7.1 It is envisaged that within Joint Commissioning the main role of the Council and the Housing Corporation will be to develop the strategic and monitoring framework with the RSL's delivering its objectives. However in reality this general split can not be exclusive since the RSL's need to contribute to the strategy and the Council will be involved in implementation on for example planning issues. In terms of a general guide to the main tasks of the framework the following are noted. It is not intended that this list is exclusive and is a general guide only.

7.2 **Strategy Formulation**

- Consider and agree the local housing strategy
- Assess supply/demand in the immediate area or in the locality as a whole
- Periodically review the local housing strategy
- Take account of and contribute to the wider regeneration strategies
- Contribute to and agree the medium and long term Castlefields Strategy

7.3 **Strategy of the Development Programme**

- Agree on the mix, size and location of the development programme
- Agree specific sites
- Agree the timing of works
- Agree detailed implementation plans including consultation arrangements and identifying key actions by partners
- Agree Strategy/Implementation Review Timetables
- Agree any non-housing elements to these programmes
- Agree linkages with wider regeneration issues
- Agree vfm considerations on the programme

7.4 **Monitoring/Standard Settings**

- Agree relevant performance targets in respect of:-
 - Timing
 - Content of development proposals including standards
 - Management standards including consultation, rent levels, lettings etc.
 - Non-housing elements/links with regeneration strategies
 - Agree monitoring arrangements on these targets
 - Agree changes in the programme in light of monitoring
- Agree annual review of performance of parties within this agreement.

8.0 SIGNATORIES

This Agreement is signed on behalf of the parties as follows:-

Halton Borough Council

Housing Corporation

CDS

Liverpool Housing Trust

Castlefields Residents