

DRAFT PARTNERSHIP AGREEMENT

Halton Borough Council have identified £467k funding for 2008/9 to be used for adaptation work in the properties of Registered Social Landlord (RSL) tenants and has designated this as Partnership funding. Funding will be allocated to the RSLs for one year from the first day of April 2008 until thirty-first of March 2009, in proportion to the housing stock of the individual RSL. It is the expectation of Halton Borough Council that the RSL will continue to invest in adaptation work as in previous years and that the Partnership funding will be in addition to at least the previous level of investment.

This agreement between Halton Borough Council and RSL sets out the funding allocation, criteria and process for the use of this funding.

.....RSL is allocated £x for the year 08/09 in accordance with this agreement.

Partnership funding will be used for adaptations to properties following an assessment of the service user by Halton Borough Council's Home Improvement and Independent Living Service and a recommendation to the RSL for work that is deemed to be necessary and appropriate to meet needs of disabled people and reasonable and practical within the specified property.

In accordance with the adaptations policy a stepped approach to adaptations will be followed:

1. Adaptations will be completed within the foot print of the property; or
2. Tenants will be encouraged to relocate to more suitable properties; or
3. The use of modular buildings will be promoted; or
4. Extensions to properties will be undertaken.

The partnership fund will be used by the RSL to manage the backlog of outstanding adaptations and thereafter adaptations will be dealt with in date order.

The funding may also be used to help service users to move to more suitable properties.

The RSL will agree, for one year, to follow one of two specific processes for the use of partnership funding (process flow charts attached at Appendix 1 and Appendix 2)

- a) The RSL delivery route (Appendix 1) – the RSL will carry out the adaptation work and invoice HBC for half of the value of the work
- b) HBC delivery route (Appendix 2) – The tenant will apply for a DFG and HBC will manage the process and invoice the RSL for a sum equivalent to half the value of the work on completion of the adaptation. This funding would then be allocated by the Council to the DFG budget.

Expenditure by the RSL and progress in addressing the backlog of adaptations will be monitored by HBC on a bi-monthly basis. Adaptation work commenced under the Partnership Agreement will be completed under the terms of the agreement even if the completion time extends beyond the period of the agreement or in the event of either party terminating the agreement. Any allocation that is unlikely to be used by the RSL by the end of the financial year will be reallocated to other RSLs able to fully spend the allocation within the year. A pro forma for the monitoring of adaptation work completed and the expenditure will be provided for the RSLs to update on a bi-monthly basis.

The RSL will provide feedback from tenants following completion of adaptation work.

Any dissatisfaction by tenants with the adaptation work will be resolved in accordance with specific delivery route followed.

Disagreements between HBC and the RSL, about criteria for the use of partnership funding, will be resolved through an Adaptations Partnership Panel.

This agreement between Halton Borough Council and the RSL can be terminated by either party by the issue of three months notice to that effect.

Whilst recognising the legal right to apply for a DFG any person eligible for major adaptations will be encouraged by both parties to receive the necessary and appropriate adaptations by means of funding through this partnership agreement.

The Council and the RSL agree that this Partnership Agreement shall not constitute a Partnership for the purposes of the Partnership Acts 1890 – 1907 and the Limited Liability Partnership Act 2000.

Signed..... Dwayne Johnson
Halton Borough Council

Signed.....

RSL