

Reduce Inequality Monitoring Table November 2019 – APPENDIX B

Project name	Project manager	Milestones	CMT Champion update of progress against milestones	RAGB	Financial considerations
<b>Maximise any opportunities for income generation as part of the National Apprenticeship Employer Levy</b>	Claire Burroughs	<b>2018 onwards:</b> Reconfigure Work Based Learning (WBL) to match the financial situation and maximise the opportunities this gives in relation to the future of the service.	<p>A signed contract is now in place with LAGAT for non-levy and levy apprenticeships.</p> <p>The WBL team has recently secured a sub contract which will enable the team to work with and deliver apprenticeships to SME's.</p>	Amber	COLC was successful with an application to the Skills Funding Agency to be a supporting provider. This enables COLC to secure income of up to £500k.
<b>Work with training providers, businesses and partners to increase opportunities for local people to access training and employment (college courses)</b>	Martin Walmsley / Paul Carrick (for Controlling Migration Fund)	<p><b>18 Sep 2018:</b> Draft Controlling Migration Fund bid to CMT</p> <p><b>01 Oct 2018:</b> Bid submission deadline</p> <p><b>Aug 2019:</b> Funding ends</p>	<p>The Assisting Low Income Households (ALIH) project with Lincoln College – ended on 31.8.19.</p> <p>Final Lincoln College project outturn:</p> <ul style="list-style-type: none"> <li>- Total Spend: £98,087.80</li> <li>- Learners: 327</li> <li>- Enrolments: 485</li> <li>- Learner Achievement Rate: 94%</li> <li>- Progression into Employment after course: 134</li> <li>- Progression into Higher Education: 18.</li> </ul> <p>Discussions currently taking place with Lincolnshire County Council re ESF bid to enable this project to continue, however following discussions with other prospective partners, NKDC and</p>	Amber	<p>The Health and Wellbeing Project with Lincoln College had a budget of £98k.</p> <p>Spend was profiled to ensure the £98k lasted for the full four years of the project.</p>

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			<p>WLDC, due to a much higher match funding requirement is very likely to be cost prohibitive.</p> <p>Other funding opportunities are currently being explored.</p>		
<p><b>Providing a central hub of support for young people through The Network</b></p>	<p>Martin Walmsley</p>	<p><b>Quarterly:</b> Progress meetings, and Budget meeting with Finance</p> <p><b>Oct 2018:</b> Options appraisal to be developed and presented to the Reduce Inequality Vision Group</p> <p><b>Nov 2018:</b> Further development and potential re-scoping of The Network to take account of; funding, performance targets, priorities in the City, and other support providers</p> <p><b>Nov 2018:</b> Production of financial and performance plan</p> <p><b>Jan-Mar 2019:</b> Production of The Network Business Plan 2019/20</p>	<p>Update provided by The Network at Trustee and Management Board Meeting 11.11.19:</p> <ul style="list-style-type: none"> <li>- Have seen an increase in the needs of clients in that anecdotally speaking they appear to be coming in with more hidden issues</li> <li>- Anecdotally seem to be supporting more people with undiagnosed or unsupported mental health issues or concerns</li> <li>- Time spent supporting clients has accordingly increased</li> <li>- Pawsitive Possibilities – regularly have six-eight young people in attendance, positive feedback, seeing changes in attendees around confidence and participation in sessions</li> </ul>	<p>Amber</p>	<p>The Network continues to support NEETs with a range of issues, particularly around careers advice. The Network is working on plans to be sustainable moving forward.</p>

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			<ul style="list-style-type: none"> <li>- Seven current participants enrolled on MOVE, two already being prepared for sign-off on training or work outcomes</li> <li>- Two weeks of workshop programme Young People’s Learning Provision (YPLP) on career planning, skills identification and interviews</li> <li>- Office redecorated by NCS and has received positive feedback</li> <li>- Attended Careers, Education, Information Advice and Guidance (CEIAG) teacher conference</li> <li>- Given a talk to COLC Housing and Customer Services</li> </ul>		
<b>Social Impact Bond project supporting rough sleepers</b>	Alison Timmins	<p><b>Oct 2017:</b> Begin referrals into project</p> <p><b>Oct 2018:</b> Last referrals of cohort into scheme</p> <p><b>Q3 2020:</b> Ongoing support and funding, reporting of final outcomes</p>	<p>City council has transferred management of 20 properties to support this scheme.</p> <p>Delay in setting up this project in some parts of the county in relation to property transfers. Whilst these were all handed over, the subsequent rental income was lower than originally forecast as a result of the delay.</p>	Green	<p>The bid was awarded £1.3m which has been provided to Lincolnshire County Council to spend and monitor.</p> <p>10.10.19 Alternative funding has been secured from the District Councils which provides two additional Support Workers. The project is now in steady state and</p>

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			The funding shortfall was raised with the District Housing Network who have collectively agreed to fund two Support Workers to the end of the project.		should remain green unless any further issues arise.
<b>Reduce incidences of suicide</b>	Simon Colburn / Claire Burroughs	<p><b>Sep 2017:</b> Report to Executive presenting recommendations from Community Leadership Scrutiny Committee’s review</p> <p><b>2017/18:</b> Consider options for and develop training plan in respect of ASSIST and SafeTALK, for all frontline services, but undertaking in a phased approach.</p> <p><b>Sep – Dec 2018:</b> Deliver ASSIST and SafeTALK training to all frontline staff</p> <p><b>January 2019</b> – Evaluation reducing inequality group</p>	The content of the training sessions is emotive, and a post project evaluation will take place to identify outcomes achieved.	Green	<p>SafeTALK half day workshops – held between May and December 2018 with provision for 400 places. Total cost - £10,000.</p> <p>ASSIST two-day course – held in September with provision for 24 places (16 attended). Total cost - £2,000.</p> <p>SafeTALK – Addition 6 training sessions held during 2019, providing additional training for 92 members pf staff.</p>
<b>Further support for residents to adapt to welfare reform – council tax support scheme</b>	Claire Moses	<p>Committee Timetable for 2020/21 scheme is as follows: -</p> <p>SRG = 23.09.19</p> <p>Executive = 28.10.19</p> <p>Consultation starts = 30.10.19</p> <p>Policy Scrutiny Committee = 26.11.19</p> <p>Consultation ends = 11.12.19</p>	<p>Council Tax Support will be reviewed for 2020/21. It is likely there will be options to adjust for UC – to reduce the administrative changes, fluctuating council tax instalments and impact on customers</p> <p>Modelling of potential Council Tax Support 2020/21 options taking place.</p>	Green	For 2019/20, the cost of the scheme as at 31 August 2019 is £7,783,612 for 8,542 claimants, 2,903 who are pensioners and 5,639 who are working age.

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		SRG = 16.12.19 Executive = 06.01.20 Council = 21.01.20 New scheme start date = 01.04.20	2020/21 scheme timetable: <ul style="list-style-type: none"> <li>• Executive – 28 October 2019</li> <li>• Consultation starts – 30 October 2019 - the Council is required to review their current Council Tax Support scheme. The proposals and recommendations seek to ensure the Council has a robust review of its current scheme and understand the implications of adopting a new scheme.</li> <li>• Policy Scrutiny Committee – 14 January 2020 as part of consultation process</li> <li>• Executive – 20 January 2020</li> <li>• Council – 21 January 2020 - the Local Government Finance Act 2012 requires a full review of the scheme by the Billing Authority. COLC will need to approve a new scheme after consultation by 31 January 2020.</li> </ul> Currently out to consultation: <ul style="list-style-type: none"> <li>- Proposed 'no change' CTS scheme</li> <li>- Continuation of £20,000 Exceptional Hardship Scheme</li> <li>- Council Tax:</li> </ul>		

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			<ul style="list-style-type: none"> <li>○ Extension of Care Leavers 100% exemption up to 25<sup>th</sup> birthday</li> <li>○ Increase of empty homes premium to 200% (total 300% Council Tax charge) – for any property empty between five and ten years.</li> </ul> <p>Decision timeline:</p> <ul style="list-style-type: none"> <li>● Policy Scrutiny Committee – 13<sup>th</sup> January 2020;</li> <li>● Executive – 20<sup>th</sup> January 2020;</li> <li>● Council – 21<sup>st</sup> January 2020.</li> </ul>		
<b>Promote bulk energy switching to lower energy bills for residents</b>	Kate Bell	<p><b>Throughout 2017/18:</b> Proactive communications to increase number of residents to sign up to scheme.</p> <p><b>Tranches:</b> As delivered throughout the period of Vision 2020 – to be reported to Vision Group for monitoring</p>	<p>This project involves a number of campaign tranches each year, led by the Lincolnshire County Council. COLC helps to promote with materials provided by the Greater Lincolnshire Energy Efficiency Network via supporting press releases and social media messages.</p> <p>Up to May 2019, iChoosr who administer the scheme on behalf of all Lincolnshire authorities have confirmed that COLC residents had saved £54,990 to date. We will be</p>	Green	No budget required as cost is met by the Greater Lincolnshire Energy Efficiency Network which receives income from each switch to help fund the scheme.

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			looking to take part in the next scheme in March 2020.		
<b>Maintaining support for people moving to Universal Credit</b>	Claire Moses	<p><b>15 Apr 2019:</b> Executive to update on arrangements for Q1 19/20</p> <p><b>3 Jun 2019:</b> Revenues and Benefits Joint Committee – options for UC Support Team from 1 July 2019</p> <p><b>18 Jun 2019:</b> Policy Scrutiny Committee – options for UC Support Team from 1 July 2019</p> <p><b>24 Jun 2019:</b> Executive – decision for UC Support Team from 1 July 2019</p>	<p>On 26<sup>th</sup> March 2019 an agreement was reached between COLC and Lincoln and District CA for officers within the existing local authority UC Support Team to help deliver a UC support service for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2019. This was to allow local CA an opportunity to advertise, recruit and train a resource to deliver UC ‘Help to Claim’ from 1<sup>st</sup> July 2019. Our UC Support Team have assisted with this transition, ensuring a seamless service for customers as far as possible, as well as providing training and support as required to local CA staff and volunteers.</p> <p>During the three-month period, officers worked on an options appraisal for UC support delivery for the period 1<sup>st</sup> July 2019 to 31<sup>st</sup> March 2020. The options focused on supporting CA’s ‘Help to Claim’ national process, as well as looking at how officers could potentially deliver holistic services relating to tenancy sustainment, UC</p>	Amber	<p>Financial consideration for 2018/19: External funding totals = <b>£119,343</b></p> <p><u>Assisted Digital Support &amp; Personal Budgeting Support</u> Initial Funding - £24,960</p> <p><u>Additional Funding for ADS/PBS</u> Q1 Additional - £19,306 Q2 Additional - £16,561 Q3 Additional - £18,851 Q4 Additional - £TBC Total Additional - £54,718</p> <p><u>New Burdens</u> Total - £152,144 The cost of the UC Support Team, whilst met within existing budgets, extends beyond the funding provided by the DWP.</p> <p>The award of additional DWP UC Funding up to Q3 has</p>

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			<p>support and welfare advice. Our LA UC Support Team arrangements were extended to 30.9.19, to work alongside Lincoln &amp; District CA’s delivery of Help to Claim commencing 1.7.19.</p> <p>Advice Review – outcomes/options presented to Executive on 23.9.19.</p> <p>Progress meeting took place with Citizens Advice and DWP on 11.10.19.</p> <p>UC support function within Benefits Team extended to 31.3.20, with work on better value processes to be undertaken for remainder of financial year – to also be monitored through ‘Creating Value Processes’ Pillar meetings.</p>		<p>resulted in a <u>surplus</u> to the cost of the team. For Lincoln this is £4,915 and for North Kesteven this is £3,835.</p> <p>New Burdens UC funding 2019/20: COLC £44,876, NKDC £18,742.</p> <p>DWP funding for UC support (known as ‘Help to Claim’ 2019/20 paid to Citizens Advice. Lincoln &amp; District Citizens Advice paid RB shared service £8,000 for Help to Claim support for period 1.4.19-30.6.19.</p>
<p><b>Promote the Lincoln Living Wage to employers (closely linked to the emerging Corporate Social Responsibility [CSR] project)</b></p> <p>And</p> <p><b>Encourage</b></p>	<p>Graham Rose</p>	<p><b>CSR</b></p> <p><b>Jan-June 18</b> – Develop CSR Charter with the support of the LW &amp; CSR Forum (complete)</p> <p><b>June 2018:</b> Produce promotional guide for CSR (complete)</p> <p><b>July 2018:</b> Produce &amp; test CSR webpages and online signup form (complete)</p> <p><b>Aug 2018:</b> Produce CSR</p>	<p><b>Living Wage</b></p> <p>The real Living Wage rate is continuing to be promoted as part of the Lincoln Social Responsibility Charter.</p> <p>Living Wage Week 2019 took place between 11<sup>th</sup> &amp; 17<sup>th</sup> November. The new real Living Wage rate for 2020/21 was announced during this week as being £9.30 per hour. This rate is an</p>	<p>Green</p>	<p>£1,500 allocated from existing Policy Unit Budget for promotion and partnership events / Living Wage Forum.</p>



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<p><b>businesses to embrace corporate social responsibility</b></p>		<p>promotional video (complete)  <b>Sept-Oct 2018:</b> Launch CSR accreditation scheme (complete)  <b>Oct 18 &amp; ongoing throughout 2019:</b> Promotion of the charter and its signees via a wide range of routes</p>	<p>increase of 30 pence per hour on the current rate and is to be introduced by Living Wage employers by 1<sup>st</sup> April 2020.</p> <p><b><u>CSR Charter</u></b></p> <p>Currently 63 signees to date, with Qaurus Ltd and Kinetic Estate Agents also signing up to the charter in November.</p> <p>A press release was issued during late October to mark the one-year anniversary of the launch of the charter. This was picked by City X. A graphic was also displayed on the Transport Hub advertising screens to promote the charter and signees to date. This resulted in positive social media engagement. The council’s social media page headers were also changed to a graphic showing all the logos of signees to the charter to mark the anniversary.</p> <p>Members to the charter Facebook Group continues to grow. The page is proving to be a useful tool to share socially responsible opportunities in</p>	<p>Green</p>	<p>All CSR costs have been met from within existing Policy Unit budgets.</p>

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			<p>the city, together with news on the charter.</p> <p>Work is currently underway to update the accreditation process for the charter. The primary change will be accreditation being valid for a period of three years rather than just the one. The guide to the charter is also in the process of being updated, and a newsletter for all signees is currently being produced to be distributed post-election.</p>		
<p><b>Promote access to a range of financial products</b></p>	<p>Martin Walmsley</p>	<p><b>Mar-May 2018:</b> EOI issued and expressions received responded to/ any further information requested.</p> <p><b>Jun 2018:</b> Analyse responses received and determined which are appropriate to be advertised through Lincoln Against Poverty website, + any other appropriate agencies and products.</p> <p><b>04 Oct 2018:</b> Present list of agencies/ products to Reducing Inequality Vision Group seeking 'sign-off'.</p> <p><b>08 Nov 2018:</b> List final sign off by Reduce Inequality Vision Group</p>	<p>This project is complete</p>	<p>Complete</p>	<p>No budget required – staff time met from within existing resources</p>

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		<p><b>30 Nov 2018:</b> Arrange for links to be posted on Lincoln Against Poverty website and COLC website.</p>			
<p><b>Continue to promote initiatives aimed at integrating communities e.g. World Hello Day; SHUSH</b></p>	<p>Graham Rose</p>	<p><b>Jul–Sep 2017:</b> Fresher’s Week Campaign  <b>Jul–Nov 2017:</b> World Hello Day (21 Nov 2017)  <b>Ongoing:</b> Promotion of events and maintaining contact with community groups</p>	<p>Community events that align to Vision 2020 continue to be promoted to residents via COLC and LAP channels. During 2019 events include WHD 2019 and a range of events in the Sincil Bank area.</p> <p>WHD 2019 took place on 21<sup>st</sup> November 2019. For WHD 2019, Voluntary Centre Services were contracted to lead on the project. This involved VCS working with a range of partners across the city to deliver a variety of community events.</p> <p>Cllr Rosanne Kirk attended a number of events, alongside the civic party. Some of the events which took place for WHD 2019 included:</p> <ul style="list-style-type: none"> <li>- Coffee mornings</li> <li>- Interfaith Walk</li> <li>- Good neighbours’ event in Sincil Bank</li> <li>- School activities to mark the day, including students</li> </ul>	<p>Green</p>	<p>£1,500 set aside from Policy Unit Budget for Community Cohesion projects (exc. World Hello Day which has its own budget).</p>

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			<p>dressing up as flags from around the world</p> <p>The Policy Team also hosted an internal event where staff were invited to the Policy office to say hello and have a free cake.</p> <p>Member of the Policy Team and Cllr Rosanne Kirk continue to attend the Community Cohesion Steering Group.</p>		
<b>Sincil Bank Revitalisation Programme – Community Hubs, Skills and Enterprise</b>	Paul Carrick	<p><u>Establish a Neighbourhood Office</u></p> <p><b>Sep 2017:</b> Identify suitable building</p> <p><b>Nov 2017:</b> Prepare plans for work required and costs</p> <p><b>Jan 2018:</b> Submit bid to Kier / Aaron / COLC Community Panel</p> <p><b>Mar 2018:</b> Agree and sign lease with Lincolnshire County Council</p> <p><b>Mar 2018:</b> Refurbishment work to commence</p> <p><b>20 Dec 2018:</b> Relocate Neighbourhood Team to new hub</p>	<p><u>Establish a Neighbourhood Office</u></p> <p>This section of the project is complete.</p> <p><u>Place Based Social Action</u></p> <p>Phase 1 funding was successful. It was used to create a shared vision, develop locally trusted networks, develop local capacity, and identify opportunities for social action. The partnership has successfully delivered this within the timeframe specified by the Big Lottery.</p> <p>An application for Phase 2 has been submitted, drawing on the strength and vision of the plans developed in Phase 1. In Phase 2, up to 10 partnerships will be awarded a grant of</p>	Green	<p>Refurbishment costs are £8.3k (provided to the council in kind)</p> <p>Annual lease £6k p.a.</p> <p>Officer time</p> <p>A submission has been made of circa £290k to the Controlling Migration Fund to enable eight projects:</p> <ul style="list-style-type: none"> <li>- Community organiser</li> <li>- Circa 10 Neighbourhood Board events</li> <li>- Welcome packs</li> <li>- Rogue landlord project</li> </ul>

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		<p><u>Place Based Social Action</u></p> <p><b>31 Oct 2018:</b> Phase 2 submission deadline</p> <p><b>15 Dec 2018:</b> Representatives from the Fund and / or DCMS to meet the partnership</p> <p><b>Jan 2019:</b> Outcome of Phase 2 submission to be communicated</p> <p><u>Controlling Migration Fund</u></p> <p>Partnership meetings held.</p> <p>Application Submitted.</p> <p>Projects to be delivered by Summer 2020 with Impact Summary to be returned to MCHLG by September 2020.</p>	<p>circa £240k, to deliver a programme of work over a three-year period.</p> <p>Phase 2 application was successful, work to commence March 19.</p> <p>May 19 – Additional positions in post.</p> <p>October 19 – Funding agreed until 2025 - this will see the investment from the Lottery rising to £360k.</p> <p>Work to promote recruitment to the net Lincoln Travelodge has been successful, with a number of DWP attendees securing local employment. Waiting for confirmation of numbers from DWP.</p> <p>Application successful - £235k to fund the following projects:</p> <ul style="list-style-type: none"> <li>- Community organiser</li> <li>- Circa 10 Neighbourhood Board events</li> <li>- Welcome packs</li> <li>- Rogue landlord project</li> <li>- Community development work</li> <li>- Parent support</li> <li>- Volunteer support</li> </ul>		<ul style="list-style-type: none"> <li>- Community development work</li> <li>- Assisting local income households with employability courses</li> <li>- Parent support</li> <li>- Volunteer support</li> </ul>

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			All projects commenced, monthly project monitoring meetings agreed.		
<b>Delivery of inclusive growth recommendations</b>	Martin Walmsley / Paul Carrick	<p><b>Jul 2018:</b> Meet with The Network to review the CLSC recommendations.</p> <p><b>Jul 2018:</b> Incorporation of the employability courses project into the Controlling Migration bid and present to the Reduce Inequality Vision Group.</p> <p><b>TBC:</b> Submission of the Controlling Migration bid</p> <p><b>Jul 2018:</b> JW, MW, and The Network to discuss the role of Lincolnshire MOVE and how this connects with The Network.</p> <p><b>Aug 2018:</b> DWP to meet with Planning to review opportunities to encourage local employment through engagement with developers.</p> <p><b>Aug–Dec 2018:</b> Work with CLSC to provide support and guidance on its review of welfare reform, and additional review topics that were an outcome of the CLSC review into inclusive growth (e.g. housing).</p> <p><b>Sep 2018:</b> Options appraisal for the future of The Network, taking into</p>	<p>Meeting took place to discuss ‘future industrial strategies’, 11.9.19.</p> <p>On 25.9.19, further meeting took place to discuss Planning/employment/business skills. This meeting was positive, with a new process put in place to try and improve closer working between DWP and COLC Planning. Follow-up meeting scheduled for 15.1.20.</p>	Green	Within existing resources.

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		<p>account the recommendations of CLSC, particularly around future funding, removal of duplication, and focus on key economic sectors.</p> <p><b>Throughout 2018/19:</b> Liaise with the Small Business Support Team to review training opportunities and identify opportunities to meet the demand / need faced by SMEs to encourage their sustainability and growth. Linkages with the emergence of the Markets Business Case.</p>			
<b>Promotion of Pension Credit</b>	Joanne Crookes	<p>Sep/Oct 19 – Direct contact with individuals that are eligible for Pension Credit.</p> <p>Nov 19 - Article in Your Lincoln magazine &amp; promoted via the council’s website.</p>	<p>An article promoting Pension Credit was published in the Winter edition of Your Lincoln.</p> <p>Letters have been sent to individuals which have been identified as meeting the criteria for Pension Credit.</p> <p>Promotion to continue to March 2020.</p>	Green	Within existing resource.
<b>Severe Disability Premium</b>	Claire Moses	<p>July 2019 - write to those subjects to bedroom tax, getting DLA/PIP living in council properties.</p> <p>August 2019 – same criteria as above, sent to social privately renting.</p>	<p>24/25 July - Sent 57 letters to Lincoln COLC tenants who could apply for DHP, SDP, CA and or share a bedroom under medical grounds based on SHBE for June and those that have DLA care, middle or higher or PIP daily living.</p>	Green	<p>Staff time, and admin (sending letters).</p> <p>Additional £ benefits granted through awarded SDP to be ascertained.</p>

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		<p>Sept – Nov 2019 – write out to: 68 couples, 872 single, No non-dep, getting PIP/DLA and no carers allowance.</p>	<p>21 engaged</p> <p>Passed 60 cases to COLC Housing where can only look at DHP.</p> <p>27 August – Sent 12 letters, same criteria.</p> <p>7 have replied</p> <p>£25,289.86 generated from 9 customers.</p> <p>Wrote to 57, have final answer for 32, will do another round of calls for the remaining 25 (all have been called once).</p> <p>12 private tenants with spare room subsidy written to of which 8 called and sent forms.</p> <p>Currently working through 1,344 where meet the criteria – so far have looked through 600 and we are able to contact 88 to offer SDP.</p> <p>Update: 14 customer’s income increased/maximised by a total of £45,358.</p>		



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<b>Friends Against Scams</b>	Martin Walmsley	<p>RI Vision Group to consider/agree for COLC to register as a 'Friend Against Scams' (FAS)</p> <p>Apply for COLC to become a FAS</p> <p>COLC to achieve FAS status</p> <p>FAS lead officers to be identified</p> <p>May- Sept 2019 – develop training &amp; awareness information, set up systems for reporting &amp; recording scams, prepare internal and external comms.</p> <p>Sept-Oct 2019: Formally launch FAS, internally and externally.</p>	<p>RI Vision Group agreed at meeting 13.3.19.</p> <p>HoSRB submitted application 12.4.19</p> <p>FAS issued COLC with FAS certificate 16.4.19</p> <p>Apr-June 2019, appointed the following roles:</p> <ul style="list-style-type: none"> <li>- 1x ScamBassador</li> <li>- 3 x ScamChampions</li> <li>- 1x FAS Communications Lead.</li> </ul> <p>Scam material, guidance and communications now being released both internally and externally.</p> <p>COLC is signed up as a Friend Against Scams organisation, and work is now ongoing as 'business as usual'.</p>	Complete	Staff time
<b>HMRC Help to Save scheme</b>	Jo Crookes	<p>Speak to DWP to encourage them to raise awareness of the scheme.</p> <p>Promote to COLC customers.</p>	<p>Promotion of Help to Save scheme to eligible residents currently taking place by DWP and COLC.</p>	Green	Staff time