

## 100 Days Commitments and early priorities

### SOCIAL SECURITY

#### Social Security commitments from the first 100 Days plan

- Increase Best Start Food funding to £4.50 per week, helping families with children under three to buy healthy foods. [Redacted under FOISA Section 29(1)(a) formulation or development of government policy]
- Legislate to give carers an extra Coronavirus payment of £460 - a double payment of their Carer's Allowance Supplement in December 2021. [Redacted under FOISA Section 29(1)(a) formulation or development of government policy]
- Invite all groups and organisations supportive of a Minimum Income Guarantee to start planning how this can be delivered, and establish a Steering Group, inviting cross party representation, to progress the delivery of a Scottish Minimum Income Guarantee. [Redacted under FOISA Section 29(1)(a) formulation or development of government policy]

#### Key decisions and considerations in Social Security Policy and Programme – first three months

[Redacted under FOISA Section 29(1)(a) formulation or development of government policy]

#### Scottish Child Payment

- Scottish Child Payment pays £40 every four weeks for every eligible child under 6. It's a "game-changing" intervention and the most ambitious anti-poverty measure currently being undertaken in UK. It will be rolled out to under 16s by end 2022.
- The government's manifesto commitment will double the payment to £80 every 4 weeks by the end of this Parliament and will introduce bridging payments of £520 to be paid in both 2021 and 2022 for those receiving Free School Meals due to low income.

#### Covid Impacts and response – Social Security Programme

- At the start of the pandemic the Social Security Programme prioritised and paused elements of its work, to take account of the fact that the benefits being delivered are complex, with multiple dependencies on delivery partners (including local authorities, health boards, users to participate in research and testing and the Department for Work and Pensions), all of whom were also impacted by the pandemic.
- As a result, the then Cabinet Secretary for Social Security and Older People announced in April 2020 that there would be a need to re-plan the Scottish Government's previously published timetable for delivery of the devolved benefits. Child Disability Payment and Adult Disability Payment, the first of the Scottish disability benefits, have already been re-planned, with the Cabinet Secretary updating Parliament in November 2020 on revised delivery dates.

**Background**

**Annex A** – High level briefing for Incoming Ministers (includes Social Security Scotland)

**Annex B** – Covid Impacts and response – Social Security Programme

**Annex C** – Table of Scottish devolved benefits, eligibility, value and delivery date

## BUILDING STANDARDS

### Building Standards commitments from the first 100 Days plan

- Start cladding safety assessments - single building assessments - to help homeowners whose flats have external cladding.
- [redacted]

### Third Sector – 100 days commitments

In the First 100 days of the new Government the third sector will have a considerable interest in the National Care Service, ensuring business support is inclusive of the sector and the graduate internship scheme commitment to increase places on volunteering and third sector programmes.

### Building Standards

Building Standards Division (BSD) is part of the Directorate for Local Government and Communities in Scottish Government. The Division prepares and updates building standards legislation and guidance documents, conducting any necessary research and consults on changes as the Act requires. The Division, on behalf of Scottish Ministers, gives views to help verifiers make decisions in particular cases, and deals with applications to relax, or dispense with, standards for particular matters. It also approves and monitors local authorities as verifiers (on behalf of Scottish Ministers) to administer the building standards system, and certifiers of design and construction.

The building standards system in Scotland is established by the Building (Scotland) Act 2003. The system regulates building work on new and existing buildings to provide buildings that meet standards to secure the health, safety and welfare and convenience of persons in or about building, further the conservation of fuel and power, and further the achievement of sustainable development.

Currently the Division employs 25 FTE members of staff, the majority of whom were previously construction professionals. This includes architects, engineers and surveyors who are supported by a number of administrative of staff.

### Hot topics in 2021?

- Ministerial Working Group on Building and Fire Safety, including regular FMQ and ongoing outputs from the Grenfell Inquiry.
- Cladding – Single Building Assessment and Remediation funding, following the Ministerial announcement on 19 March 2021.
- The programme of work of the Building Standards Futures Board.
- Future Board Workstreams – Compliance Plan, Certification Strategy and Delivery Model workstreams all at working group stage, developing proposals for consultations in late spring/summer 2021.
- Fire safety - review standards to prevent the use, on buildings, of high risk cladding such as metal composite material with an unmodified PE core (ongoing for mid-2021).
- [redacted]

- Review of Section 6 Energy to deliver further reductions in energy use and emissions from new buildings and improved standards where work undertaken to existing buildings. Including EV proposals set under the Energy Performance of Buildings Directive), liaising with Transport Scotland. Improvements to energy efficiency in new buildings also support 2024 decarbonisation of heat standard under development by the Directorate for Energy and Climate Change. Develop proposals for consultation for April/May 2021. Publish standards and guidance in late 2021.
- Building Standards Resilience Liaison Group, engagement between SG, industry and local authorities on matters related to the Building Standards System during the COVID-19 pandemic. This includes current temporary guidance produced in 2020, decisions will be needed depending on the health position and Levels reached.
- Temporary Health Care Resilience Liaison Group (SG, NHS and Local Authorities), to monitor and manage the legacy of temporary health care facilities for COVID, including any long term use or decommissioning.

### Third Sector Background

1. The Third Sector in Scotland encompasses c. 45,000 organisations including grassroots community groups, over 6,000 social enterprises, approximately 25,000 charities registered in Scotland and over 90 credit unions. The Sector employs 130,000 paid staff and over 1.2 million volunteers. The Scottish Council for Voluntary Organisations (SCVO) estimates that the sector<sup>[1]</sup> manages an income of £3.2bn and generates a combined annual turnover that reached £6.06bn in 2018. Public funding accounts for over £2bn of this.
2. Third sector organisations deliver vital services and empower some of Scotland's most marginalised communities. They campaign and advocate for social change and are active in every aspect of Scottish society from tourism and housing to the justice and social care systems.

### Current Funds

3. The Adapt and Thrive Programme is part of a larger Community and Third Sector Recovery Programme which aims to support Third Sector organisations that are supporting people and communities through the shift from lockdown to recovery.
4. In addition to funding Adapt and Thrive the programme also offers wrap around support and advice to help develop sustainable plans including new income streams, restructuring and service delivery changes. Since launching 563 Awards totalling over £18.29 million have been made, with about 150 organisations having applied or currently receiving Business Advice.

### Looking Ahead

5. In the First 100 days of the new Government the third sector will have a considerable interest in the National Care Service, ensuring business support is inclusive of the sector and the graduate internship scheme commitment to increase places on volunteering and third sector programmes.
6. A Charities Reform Bill has been added by PLU to the Provisional Year 2 programme **[Redacted under FOISA Section 29(1)(a) formulation or development of government policy]** following previous PfG commitments to consult on legislative changes. **[Redacted under FOISA Section 29(1)(a) formulation or development of government policy]**

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<sup>[1]</sup> Not including Independent schools, ALEOs, Universities and Cross-border charities

7. The 2<sup>nd</sup> three year Social Enterprise Action Plan was published shortly before the pre-election period. For the first time the Action Plan is supported by a steering group of key partners. Early engagement with this group to share your vision of the sector's future would be advantageous.
8. In March 2021 Scottish Government announced, through delivery partners, a £30m loan fund to grow Social Enterprise. The total fund is subdivided into several funds:
  - The Social Catalyst Fund,
  - The Circular Economy Social Enterprise Fund
  - The Long Term Third Sector Finance Fund and
  - The Social Impact Venture Portfolio

Details of these funds will be announced shortly

**Annex A**  
**DIRECTORATE FOR SOCIAL SECURITY**

Stephen Kerr, Director Social Security

**SOCIAL SECURITY POLICY DIVISION**

Ian Davidson, Deputy Director, Social Security Policy [Redacted under FOISA Section 38 personal information]

**Who we are and what we do**

- The Scotland Act 2016 brought new powers relating to social security, including responsibility over certain benefits. This Division is responsible for developing the policy for the Scottish Government's approach to these benefits and, with Legal Directorate, the legislation to support this; and for working alongside Social Security Programme and Social Security Scotland (our Agency established in 2018) in their delivery (see further below). We work with the wider Scottish Government policy community to ensure social security contributes effectively to delivery of wider social and economic priorities.
- The Scotland Act devolved powers over 11 existing UK Government benefits, as well as the power to create new benefits in areas of devolved responsibility. We have already used those powers to create six brand new benefits which exist only in Scotland. Ten benefits are currently being delivered by Social Security Scotland, and include Scottish Child Payment (SCP) alongside five other completely new forms of support. We are working on the development of a further seven benefits for launch in coming years (not counting manifesto commitments).
- So far the benefits we've delivered have been mainly in the form of lump-sum payments and grants to help young carers and people on low incomes with additional expenses at key points in their lives (the main exception is SCP which is paid monthly).
- This year will see the launch of the first of our far more complex disability and carer benefits, which will open for new applications in July 2021, initially as part of a pilot. It is also the year when we will begin the complex process of transferring around 700,000 Scottish clients from the Department of Work and Pensions (DWP) to Social Security Scotland and onto the new Scottish forms of assistance.
- The Division [Redacted under FOISA Section 30(b)(i) free and frank provision of advice] focused on the different types of benefits:
  - Funeral, Resolutions and Early Years Benefits
  - Welfare Fund and Winter Benefits
  - Disability Benefits
  - Carer Benefits and Case Transfer
  - Scottish Child Payment and Reserved Benefits Policy

**National Performance Framework indicators**

The Scottish Government's National Performance Framework sets out a vision for national wellbeing in Scotland and outlines the strategic outcomes which collectively describe the kind of Scotland in which people would like to live.

The work of Social Security Policy Division (and indeed of the whole Social Security Directorate and Social Security Scotland) directly contributes to two of these outcomes. The first is Poverty, which states that we will tackle poverty by sharing opportunities, wealth and power more equally. The second is Human Rights, which says that we will respect, protect and fulfil human rights and live free from discrimination. Other indicators which our work supports include Children and Young People, Health, and Fair Work and Business.

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

### What are your likely hot topics in 2021?

Set out below is a snapshot of the key areas for policy development and programme of secondary legislation covering roll-out of devolved benefits. [Redacted under FOISA section 30(b)(i) free and frank provision of advice]

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

### What key decisions need to be made in the first month/six months?

#### First month

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

#### First three months

A range of decisions and agreement of policy direction on key manifesto commitments and key strategic and operational issues on the existing devolved benefits programme, for example including:

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

#### First six months

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

### Analysis of key stakeholder relationships

DWP is a key partner at all levels of in the social security programme, which is a **joint programme between the UK and Scottish Governments**. Political engagement is undertaken through a Joint Ministerial Working Group, which in recent times has met twice-yearly.

COSLA is also a key partner, including the Scottish Welfare Fund, which is currently delivered by local government, but more generally to support roll-out of the wider benefits programme and to promote awareness and uptake of social security benefits. We can also expect Local Authorities to be a key partner as we pilot and then roll-out disability benefits.

Two independent groups provide advice on social security matters. The Scottish Commission on Social Security (SCoSS) is an advisory non-departmental public body set up to provide independent scrutiny of the Scottish social security system (including benefit regulations) and hold Scottish

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Ministers to account. The Disability and Carers Benefits Expert Advisory Group (DACBEAG) was set up in 2017 to provide independent recommendations and advice directly to Scottish Ministers, by request and proactively, on the policy and practice options being developed on disability and carers benefits. The Group's remit has been extended into the first year of the new Parliamentary session, with a review due in March 2022 on its future role.

More generally we engage with a range of stakeholders mostly from organisations focussed on Disability and Carers, Child Poverty and Equalities. **[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**



## DIRECTORATE FOR SOCIAL SECURITY

Stephen Kerr, Director Social Security

### SOCIAL SECURITY PROGRAMME MANAGEMENT DIVISION

Lisa Baron-Broadhurst, Programme Director [Redacted under FOISA Section 38 personal information]

Alison Byrne, Programme Deputy Director [Redacted under FOISA Section 38 personal information]

[Redacted under FOISA Section 38 personal information] Programme Deputy Director [Redacted under FOISA Section 38 personal information]

#### Who we are and what we do

- Develop the operational capability and systems required by Social Security Scotland to administer all the devolved benefits.
- Design the systems and processes required to transfer around 700,000 existing client cases from the UK Government's systems to Social Security Scotland's.
- Handover and transition the new services into Social Security Scotland as benefits go live.
- We've already designed and launched 10 benefits which are currently being delivered by Social Security Scotland, and include Scottish Child Payment as well as five other completely new forms of support. We are working on the development of a further 7 benefits for launch in coming years (not counting manifesto commitments). These are a mix of devolved (DWP) benefits and new (Scottish Government) benefits.
- As above, we are moving this year into the delivery of more complex benefits, including the high-profile replacement for DWP's PIP from 2022.
- The Programme also has the lead on transferring client cases from the UK Government's IT systems onto those of Social Security Scotland. As above, this will be the first time that we have done this, and there are various commitments on how we will manage the process to make it safe and easy for clients.

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

What are your likely hot topics in 2021?

[Redacted under FOISA section 30(b)(i) free and frank provision of advice]

What key decisions need to be made in the first month/six months?

#### First month

[Redacted under FOISA Section 29(1)(a) formulation or development of government policy]

#### First six months

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

### **Analysis of key stakeholder relationships**

The Programme's primary stakeholder relationship is with the Department for Work and Pensions (DWP), who are our joint partners in all our work to deliver devolved social security.

DWP currently administers 8 of the devolving benefits on behalf of the Scottish Government, 2 through the Social Fund and 6 under "agency agreements" concluded jointly between the two Governments. An agency agreement is necessary until all Scottish clients on the equivalent DWP benefit have transferred to Social Security Scotland.

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

Since social security is only partially devolved and since many benefits interact and affect clients' entitlements to other benefits and payments (referred to as "passporting"), close working relationships with DWP will continue to be important **[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

Her Majesty's Revenue and Customs (HMRC) is similarly a key stakeholder for the Programme, since they administer a number of tax credits and entitlements that underpin Scottish clients' entitlements to the Scottish low income benefits

Other key delivery partners for the Programme include Local Authorities and Health Boards (whose support we need to share data on behalf of our clients to evidence their entitlement to the new benefits), and the Scottish Courts and Tribunals Service (who will administer appeals for the new Scottish benefits).

Audit Scotland, who prepare annual reports on the Programme's progress in delivering the devolved benefits, is another key stakeholder. Their last report was published in May 2019 (this year's anticipated report was stood down because of the Covid-19 pandemic).

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

## **DIRECTORATE FOR SOCIAL SECURITY**

Stephen Kerr, Director Social Security

## COMMUNITIES ANALYSIS DIVISION – SSAFE UNIT

The Social Security Analysis, Forecasting and Evaluation (SSAFE) unit sits in Communities Analysis Division alongside Housing, Homelessness & Regeneration Analysis, Equality and Social Justice Analysis and Housing Market Analysis and Rent Service Scotland. Broadly it supports Scottish Government's Social Security policy division. It is the only Social Security analytical unit in Scottish Government following the embedding of the Analysis and Insights Unit (formally Social Security Operations and Delivery Analysis) into Social Security Scotland in April 2021.

[Audrey MacDougall, Deputy Director](#) [Redacted under FOISA Section 38 personal information]

### Who we are and what we do

#### [Social Security Analysis, Forecasting and Evaluation](#)

Social Security Analysis, Forecasting and Evaluation (SSAFE) is responsible for the research, modelling, analysis and evaluation of social security policy as well as the forecasting of social security benefits caseload and expenditure. It works across Social Security Policy, Programme and the Social Security Scotland agency. To do this, the unit draws on the expertise of five teams across four analytical professions (economists, statisticians, operational researchers and social researchers). [Redacted under FOISA section 30(b)(i) free and frank provision of advice]

- The key functions of each team are as follows:
  - The **Research & Evaluation Team** supports the Social Security Policy Division with their policy-related research needs. This includes evidence reviews to support policy formulation, commissioning research to explore the role of social security in people's lives, commissioning analysis of consultation responses, and conducting evaluation to determine if a policy is delivering against outcomes.
  - The **Forecasting and Modelling Team** is responsible for forecast model development and works closely with the Scottish Fiscal Commission (SFC), Scotland's official, independent economic and fiscal forecasters, to support them in delivering their forecasting remit, which is to produce forecasts of benefit expenditure for the Scottish Government budget. The team provides forecasts of the number of people flowing through the social security system for Social Security Scotland to inform their resource modelling (i.e. the number of staff required to administer different components of benefits). It delivers policy modelling and microsimulation modelling, sharing responsibility for this with the Policy Analysis and Modelling team (see below). It also provides support for the Budget process and analysis related to the Fiscal Framework, which is the agreement with the UK Government which sets out the funding arrangements for devolved social security. The team has also been working with the UK Government's Department for Work and Pensions (DWP) to gain access to data on recipients of devolved benefits in Scotland, with the aim of using the data to inform forecasting and policy development.
  - The **Policy Analysis and Modelling Team** is responsible for undertaking analysis and developing models to estimate impacts of policy variations, analysing behavioural responses and undertaking options appraisals to support development of social security policies. It also includes analysis and research to support the delivery of legislative commitments in the Social Security (Scotland) Act, such as producing a best estimate of take-up for the devolved benefits and developing uprating policy. The team also works

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with DWP for the calculation of spillover costs arising from the automatic passporting between devolved and reserved benefits. The team shares responsibility for microsimulation modelling with the Forecasting and Modelling and Reserved Benefits teams. Microsimulation modelling is a useful tool for policy design of low-income benefits. It applies current and future tax and benefit rules to a set of individual- and household-level data derived from the Families Resources Survey and can estimate eligibility and cost for a benefit as well as impacts on households' incomes and poverty.

- The **Reserved Benefits and Mitigation Analysis and Statistics Team** provides analysis and modelling of the impact of UK Government policy on people in Scotland and advises on policy responses. It also publishes statistics on Discretionary Housing Payments and the Scottish Welfare Fund. This includes the new Self Isolation Support Grant which is overseen by the Covid-19 Income Support team.
- The **Experience Panels team** manages a research programme with a panel of more than 2,000 volunteers who have recent experience of one or more of the benefits being devolved to Scotland. The research seeks to learn from their previous experiences and work with them to understand what they need from the new system. Research with the panel informs policy and service design, and panel members also work with the Social Security Programme to help with user testing of the new systems and processes. The team also delivers the "Seldom Heard Voices" research project, with 5 contracts commissioned to understand the specific experiences and needs of a range of communities not well represented within the main Experience Panels research programme.

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

## DIRECTORATE FOR SOCIAL SECURITY

Stephen Kerr, Director Social Security

### SOCIAL SECURITY SCOTLAND

We are an executive agency of the Scottish Government. We have been established by ministers as part of Scottish Government to administer a number of devolved benefits. We are staffed by civil servants and headed by a Chief Executive, who is a civil servant, and are directly accountable to the government. It is our role to deliver the benefits that we are responsible for in line with the principles in the Social Security (Scotland) Act 2018 and Our Charter. We were established in September 2018. Our headquarters are in Dundee, we have a second main site in Glasgow, and we will have people providing face-to-face support based in communities across every local authority area in Scotland.

David Wallace, Chief Executive [Redacted under FOISA Section 38 personal information]

### Who we are and what we do

- Once fully operational, we will deliver 17 benefits providing support to families on low incomes, people who need help paying for a funeral, disabled people, carers, young people entering the workplace and to help people heat their homes. At this point, we expect to deliver benefits to 1.8 million people, providing over £4 billion in payments every year. This does not include any additional benefits or amends to benefit values or entitlement contained in manifesto commitments.
- The benefits that we will deliver are being introduced incrementally. The policy development and service design for these benefits is carried out by the Scottish Government Social Security Directorate.
- We currently deliver 10 benefits: Carer's Allowance Supplement, Pregnancy and Baby Payment, Early Learning Payment, School Age Payment, Best Start Foods, Funeral Support Payment, Young Carer Grant, Job Start Grant, Child Winter Heating Assistance and Scottish Child Payment.
- The public can access our service online ([www.mygov.scot](http://www.mygov.scot)), by freephone (0800 182 2222), by post and from later this year in person by appointment in communities across Scotland.
- Legislative competence for the benefits still to be delivered through Social Security Scotland was transferred to the Scottish Government in April 2020. These benefits continue to be administered by the Department for Work & Pensions under the terms of Agency Agreements. This arrangement has led to our first two sets of account being accompanied by a section 22 report. Audit Scotland's qualification to date has only related to the regularity of Carer's Allowance expenditure, being the only devolved benefit at the time administered by DWP - this does not apply to the other benefits that we are directly administering. To enable the safe and secure transition of benefits, the DWP continues to deliver Carer's Allowance on our behalf, following their existing processes and delivered through Agency Agreements. DWP have had their accounts qualified by the National Audit Office for the past 31 years. Under these agreements, the benefit is regulated by UK legislation, which means we rely on the DWP's error and fraud

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estimates. Once we take on full responsibility for a benefit, we will be responsible directly for management of error and fraud in Scotland.

- Social Security Scotland is an Executive Agency, which means that the Agency is accountable to Ministers, and Ministers are accountable to Parliament for the effective and efficient operation of the agency and for effective financial management.
- The Chief Executive is supported in this role by the Executive team: Janet Richardson - Deputy Director Operations, Miriam Craven – Deputy Director Governance and Change, James Wallace – Deputy Director Finance and Corporate Services, Andy McClintock – Chief Digital Officer, Paul Knight – Chief Officer for Health and Social Care Operations and **[Redacted under FOISA Section 38 personal information]**
- The Chief Executive is supported in his role by an Executive Advisory Body. This is advisory to the Chief Executive in status. It is composed of the Executive Team alongside six non-executive members. The term for three of our non-executives is due to come to an end later this year. A recruitment exercise for new non executives is underway these are Agency **not** Ministerial appointments.
- **[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**
- We have three buildings in Dundee – Agnes Husband House, part of Dundee House, which we share with Dundee City Council, and Enterprise House. We have one building in Glasgow, 220 High Street.
- Further information on how Social Security Scotland operates and its performance can be found at [www.socialsecurity.gov.scot](http://www.socialsecurity.gov.scot)

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

- **Benefit expenditure** - Funding for benefit payments matches the independent forecasts prepared by the Scottish Fiscal Commission published in January 2021. **[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**The current budget allocation of £3.5 billion does not include £12 million for Best Start Foods as this is within the Health Portfolio. **[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**



**Covid Impacts and response – Social Security Programme**

At the start of the pandemic the Social Security Programme prioritised and paused elements of its work, to take account of the fact that the benefits being delivered are complex, with multiple dependencies on delivery partners (including local authorities, health boards, users to participate in research and testing and the Department for Work and Pensions), all of whom were also impacted by the pandemic.

As a result, the Cabinet Secretary for Social Security and Older People announced in April 2020 that there would be a need to re-plan the Scottish Government’s previously published timetable for delivery of the devolved benefits. Child Disability Payment and Adult Disability Payment, the first of the Scottish disability benefits, have already been re-planned, with the Cabinet Secretary updating Parliament in November 2020 on revised delivery dates.

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Table of Scottish devolved benefits, eligibility, value and delivery date

Benefit name	Eligible	Payment value (2021/22)	Delivered/to be delivered
Carer's Allowance Supplement	People in Scotland who receive Carer's Allowance	£231.40 twice-yearly	September 2018
Best Start Grant Pregnancy & Baby Payment	Parents or main carers who receive certain low-income benefits, from 24 weeks pregnant up to the day their baby is 6 months old (up to 1 if they have taken over looking after a child, such as by adoption)	£606 one-off payment for a first child (£303 for any subsequent children)	December 2018
Best Start Grant Early Learning Payment	Parents or main carers who receive certain low-income benefits, when their child is between 2 years old and 3 years 6 months old.	£252.50 one-off payment	April 2019
Best Start Grant School Age Payment	Parents or main carers who receive certain low-income benefits, when their child is first old enough to start Primary school.	£252.50 one-off payment	June 2019
Best Start Foods	Prepaid card for buying healthy foods, for parents or main carers who receive certain low-income benefits, during pregnancy, or any time up to when their child turns 3.	£4.25/week (children under 3) £8.50/week (children under 1)	August 2019
Funeral Support Payment	Help for people on certain low-income benefits towards the costs of arranging a funeral for which they're responsible.	Average award c. £1700.	September 2019
Young Carer Grant	Young people aged 16-18 who have been caring for one or more people for an average of 16 hours/week for at least the last 3 months.	£308.15 annual payment	October 2019

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<b>Benefit name</b>	<b>Eligible</b>	<b>Payment value (2021/22)</b>	<b>Delivered/to be delivered</b>
Job Start Payment	Young people aged 16-24 who were on certain low-income benefits and have been offered a job after 6 or more months of unemployment.	£252.50 one-off payment (£404 one-off payment for people with children)	August 2020
Scottish Child Payment (under 6)	Parents or main carers of children under 6 who receive certain low-income benefits.	£10/week per child	November 2020
Child Winter Heating Assistance	Help with winter heating costs for families of children who receive the highest care component of Disability Living Allowance for Children	£202 annual payment	November 2020
Child Disability Payment (currently delivered by DWP as Disability Living Allowance for Children)	Families of disabled children who have difficulty walking or need much more looking after than a child the same age who does not have a disability	£23.70-£152.15/week (depending on the severity of the child's needs)	July 2021 (pilot) November 2021 (full national rollout) – announced
Adult Disability Payment (currently delivered by DWP as Personal Independence Payment)	People between 16 and state pension age who have a physical or mental health condition or disability where they have had difficulties with daily living/getting around for at least 3 months and expect these difficulties to continue for at least 9 months.	£23.70-£152.15/week (depending on the severity of the person's needs)	Spring 2021 (pilot) Summer 2021 (full national rollout) – announced
Scottish Child Payment (under 16)	Parents or main carers of children from 6 to 16 who receive certain low-income benefits (following on from the existing payment for children under 6).	Same rate as Scottish Child Payment for under 6s (adjusted for inflation)	End of 2022, assuming DWP cooperation - announced

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**[Redacted under FOISA Section 29(1)(a) formulation or development of government policy]**

**[Redacted under FOISA section 30(b)(i) free and frank provision of advice]**

**Version as at 21 May 2021**

**Table of Scottish devolved benefits, eligibility, value and delivery date**

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Best Start Grant School Age Payment	Parents or main carers who receive certain low-income benefits, when their child is first old enough to start Primary school.	£252.50 one-off payment	June 2019
Best Start Foods	Prepaid card for buying healthy foods, for parents or main carers who receive certain low-income benefits, during pregnancy, or any time up to when their child turns 3.	£4.25/week (children under 3)  £8.50/week (children under 1)	August 2019
Funeral Support Payment	Help for people on certain low-income benefits towards the costs of arranging a funeral for which they're responsible.	Average award c. £1700.	September 2019
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Scottish Child Payment (under 6)	Parents or main carers of children under 6 who receive certain low-income benefits.	£10/week per child	November 2020
Child Winter Heating Assistance	Help with winter heating costs for families of children who receive the highest care component of Disability Living Allowance for Children	£202 annual payment	November 2020
Child Disability Payment (currently delivered by DWP as Disability Living Allowance for Children)	Families of disabled children who have difficulty walking or need much more looking after than a child the same age who does not have a disability	£23.70-£152.15/week (depending on the severity of the child's needs)	July 2021 (pilot) November 2021 (full national rollout) – announced
Adult Disability Payment (currently delivered by DWP as Personal Independence Payment)	People between 16 and state pension age who have a physical or mental health condition or disability where they have had difficulties with daily living/getting around for at least 3 months and expect these difficulties to continue for at least 9 months.	£23.70-£152.15/week (depending on the severity of the person's needs)	Spring 2021 (pilot) Summer 2021 (full national rollout) – announced
Scottish Child Payment (under 16)	Parents or main carers of children from 6 to 16 who receive certain low-income benefits (following on from the existing payment for children under 6).	Same rate as Scottish Child Payment for under 6s (adjusted for inflation)	End of 2022, assuming DWP cooperation - announced

**Table of Scottish devolved benefits, eligibility, value and delivery date**

Benefit name	Eligible	Payment value (2021/22)	Delivered/to be delivered
[Redacted under FOISA s29(1)(a) formulation or development of government policy]	[Redacted under FOISA s29(1)(a) formulation or development of government policy]	[Redacted under FOISA s29(1)(a) formulation or development of government policy]	[Redacted under FOISA s29(1)(a) formulation or development of government policy]
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**Table of Scottish devolved benefits, eligibility, value and delivery date**

		government policy]	
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[Redacted under FOISA s30(b)(i) free and frank provision of advice]

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**From:** [redacted]

**Sent:** 24 May 2021 11:25

**To:** Cabinet Secretary for Social Justice, Housing & Local Government <CabSecSJHLG@gov.scot>; Minister for Social Security and Local Government <MinisterSSLG@gov.scot>

**Cc:** [redacted]

**Subject:** OFFICIAL SENSITIVE PRE-RELEASE STATISTICS - Discretionary Housing Payments in Scotland: 1 April 2020 to 31 March 2021

Minister for Social Security and Local Government  
Cabinet Secretary for Social Justice, Housing and Local Government

You are invited to note the attached statistics publication "**Discretionary Housing Payments in Scotland: 1 April 2020 to 31 March 2021**", which will be published on **25 May 2021**. I also attach a copy of the tables and charts which accompany the publication.

The publication does not contain anything out of the ordinary. We are not planning any communications activity and we are not anticipating media interest.

Discretionary Housing Payments figures are pre-release official statistics – therefore please treat the attached as official sensitive until the date of publication.

I include below some background information on Discretionary Housing Payments (DHPs) below. You should also receive a wider briefing document from colleagues in due course. If you have any questions on DHPs we will be happy to answer them.

**Background:**

Housing Benefit and Universal Credit are the two main housing-related benefits in the UK. Both are reserved to the UK Government and have been subject to a number of reforms in recent years which reduce the level of housing support for some claimants. These reforms include the Benefit Cap (which limits the total amount that a family can receive in benefits), the Bedroom Tax (which reduces housing support for households deemed to have spare bedrooms) and reductions in Local Housing Allowances (which are used to set maximum levels of housing support in different areas).



Discretionary Housing Payments (DHPs) are awarded by Local Authorities if they consider that a claimant of Housing Benefit or Universal Credit requires further assistance towards their housing costs. This can include mitigating the reforms mentioned above as well as covering other needs. For example, DHPs can be made to people who:

- claim Housing Benefit but it doesn't cover all their rent
- claim Universal Credit but they can't afford their housing costs
- need help with removal costs
- need help with a rent deposit or rent in advance.

Whilst the Scottish Government provides an estimate of how DHP funding will be spent between various allocation streams in each Local Authority, this is a notional split and Local Authorities have discretion with regard to making DHPs, deciding how financial hardship is assessed, the amount that is to be paid (within certain limits) and how long the payments are to be made for.

*Please treat the contents of this email as restricted, for the named individuals or identified post holders only. Please do not share with anyone else, use in other documents, or save in a shared file before publication.*

*This is an Official Statistics product bound by the Code of Practice for Official Statistics and as such restrictions apply when gaining access to the data before the official release date. The Pre-release Access to Official Statistics (Scotland) Order 2008, sets out in statute the rules governing pre-release access to statistics immediately before publication.*

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*If any accidental or wrongful disclosure of the statistics or the broad indication of what the statistics show occurs, this must immediately be reported to the author of this email and the Office of the Chief Statistician. Breaches are taken extremely seriously and will be published on the Scottish Government website.*

*If you have any questions about your responsibilities please get in touch either with myself or the Office of the Chief Statistician.*

Thanks,  
[Redacted]



## MEETING TO DISCUSS 8<sup>th</sup> JUNE DEBATE ON TACKLING POVERTY

### Purpose

1. To provide the new Cabinet Secretary for Social Justice, Housing and Local Government with a short note setting out considerations ahead of the 'Tackling Poverty' debate on 8<sup>th</sup> June.

### Background

2. Social Justice and Regeneration Division (SJR) will organise the debate for you. We have the strategic lead within government for tackling poverty and inequality, with a particular focus on delivering the statutory child poverty targets, working across government and with a wide range of partners to do so. We also lead on food insecurity (dignified alternatives to food banks), the Fairer Scotland Duty (the socio-economic duty in the Equality Act 2010), and Welfare and Debt Advice. We led on the Social Renewal Advisory Board work and expect to be leading on the Universal Basic Services work that appeared in the SNP manifesto. We work closely with colleagues across government – notably in Social Security, Equalities, Children and Families, Fair Work, Transport and Economy. We would expect all these areas to contribute to the debate.
3. The First Minister stated during the election campaign her commitment to tackling and ending child poverty and that this must be a national mission for this parliament. However, meeting the statutory targets – interim targets are due to be met in 2023 – will be highly challenging. We have a Child Poverty Progress Report due to be published by end June and then a four year 'Tackling Child Poverty Delivery Plan' to be published by March 2023: you will want to focus on both these, although child poverty is likely to only be part of the focus of the debate (see below).
4. Impacts from the pandemic demonstrate that low income families have been more adversely impacted by the 4 harms of COVID. These families include the 'priority family' groups most likely to be affected by child poverty and who are the target group for many of our interventions. The debate will want to mark the significant investment made over the course of the past year where we invested over £1bn to support those most affected by the pandemic.

### The Debate - Points to consider/discuss

5. **Cross-cutting vs Portfolio.** Poverty is a cross-cutting issue for government, a point that has been made clear via the new Ministerial Group on Public Services. You may wish to ensure that the cross-government approach required to tackle poverty is clear in speech and briefing contributions – e.g. on Fair Work and on the Economy - while focusing on the key elements within your own portfolio – the need to advance equality at the same time as we advance poverty; the principles established and commitments already made re social security; the importance of working in partnership with Local Government to deliver.

6. **Potential announcements.** The debate could be used to make announcements about the Scottish Child Payment ‘Bridging payment’, subject to sign off by Ministers. Other options for announcements can be considered.
7. **Child Poverty vs All Poverty.** Meeting the child poverty targets is a statutory responsibility. The Child Poverty Progress report will be announced via a Statement to Parliament towards the end of June (24 June potential date). Child poverty will inevitably be one focus of the 8<sup>th</sup> June debate bearing in mind parliamentary interest, but you may wish to range more broadly across different demographics too - older people, single people without children, those facing unemployment or reduced hours because of the economic downturn due to COVID.

### **Other points to mention – The Child Poverty Targets**

8. SJR officials are currently drafting the 3<sup>rd</sup> annual Child Poverty Progress report, due to be published by end June in line with statutory reporting requirements. A first draft will be with you shortly. The Poverty and Inequality Commission have reviewed the delivery over the past year – as they are statutorily required to do - and have been critical of progress made to date so an early meeting with the Chair of the Commission (Bill Scott) is recommended.
9. [redacted]
10. [redacted]
11. Some examples of cross government work directed at the “3 drivers of child poverty” to date
  - **Increasing family incomes from work**

Our Parental Employability Support focuses on supporting young and disabled parents and maximising the impacts of expanded Early Learning and Childcare hours.
  - **Reducing household costs**

Recording financial gains of over £14 million for over 15,000 clients through the Money Talk Team service between February 2020 to January 2021.

Reducing digital exclusion through Connecting Scotland, providing a total of 60,000 digitally excluded, low income households with a device, internet access, training and support to get on line by the end of 2021 ;
  - **Maximising family income from social security**

Opening the Scottish Child Payment to applications for eligible children under 6’s in November which is providing £10 per week or each eligible child.

Delivering both the nursely and school age payments of our Best Start Grant, together with the Pregnancy and Baby Payment we made £21 million of awards in 2019-20.

Replacing Healthy Start Vouchers with the new Best Start Foods payment card, increasing the support available for low income parents to buy healthy and nutritious food through pregnancy and across their child's early years.

### **Social Renewal Advisory Board**

12. We formed the secretariat and broader support teams for the Social Renewal Advisory Board that published its recommendations (January 2021) for recovering from COVID in a socially just way – many of which have been picked up in manifestos. The Scottish Government's formal response (March 21) indicated that further engagement would happen in this parliamentary term. This set out the need for cross government and cross sectoral approaches to ending poverty. Many of the recommendations are still to be considered by Ministers. The debate is likely to at least reference the work of the Board. You may wish to arrange to meet members of the Board at an early stage.

### **Manifesto and 100 days commitments**

13. Many of the manifesto and 100 days commitments can be referenced in the debate. As part of the 100 days commitment, a Minimum Income Guarantee and Universal Basic Services approach will be taken forward. More will be done to automate entitlements and there will be a full review of the Scottish Welfare Fund. Elements of this were recommended by the SRAB.

14. We are currently developing the commitment to support children and young people who are not yet eligible for the Scottish Child Payment, with £520 to be paid in both 2021 and 2022 through bridging payments for those receiving Free School Meals due to low income. **Advice will be provided on options for this shortly.** Social Security officials will also be taking forward the commitment to double the Scottish Child Payment to £20 per week for every eligible child by the end of this Parliament.

## **SOCIAL JUSTICE AND REGENERATION**

## **Building Standards Division: Cladding Unit – Cabinet Secretary Briefing**

### **Single Building Assessment and Cladding Remediation**

#### **1. Background**

1.1 The Grenfell Tower fire in London in June 2017 has highlighted concerns with regards to the safety of buildings throughout the UK, in particular high rise blocks of flats. Investigations into the cause of the fire and the evidence presented to the Grenfell Inquiry highlighted that failure of the cladding system to withstand the high temperatures created by the fire was the main cause of fire spread, which resulted in substantial loss of life. The cladding system used on the building was an aluminium composite material with a polyethylene core.

1.2 Building Standards are a devolved matter and our standards for cladding exceed those set by England, at the time of the Grenfell Tower fire. Further changes to Scottish Fire Safety Standards (Section 2) of the Building (Scotland) Act 2003 were made in 2019 and then 2021 to further improve the safety of new cladding systems.

1.3 In autumn 2019 owners of flats (both high rise blocks and progressively lower rise) began to contact the Scottish Government to highlight that they were unable to sell their property due to the installation of cladding on the building. Surveyors and mortgage lenders were assigning a 'zero' valuation where there was cladding regardless of type. The Royal Institution of Chartered Surveyors (RICS) launched a process called the EWS1 form in late 2019 at a UK level to try to assist in the assessment of actual risk. However, this has had a mixed response did not produce a solution to the mortgage issues.

1.4 It was evident that the issues involved could not be readily resolved. As a result the Ministerial Working Group (MWG) on mortgages and cladding was set up to engage with stakeholders to gain a better understanding of the issues and explore possible solutions. The MWG, which reported on 19 March 2021, provided a number of recommendations (see Annex A). The key outcome was the creation of a Single Building Assessment (SBA), involving an assessment of both the fire risk and the risk of cladding in the result of a fire.

1.5 **More Homes Division** led on the MWG with support from **Building Standards Division (BSD)**. **BSD** is leading on the delivery of the SBA.

1.6 Ministers committed on the day of the MWG announcement that they would spend the full consequential on cladding remediation on the SBA and where necessary remediation. To date this is £97.1 million capital funding is available, but the UK Government announced further funding in February 2021. The additional funds to Scotland have not been confirmed.

#### **2. Delivery of Recommendations - Expressions of Interest**

2.1 BSD is leading on the delivery of the SBA. More Homes Division (MHD) led on the MWG with support from Building Standards Division. MHD will continue to

lead on matters of buildings insurance and professional indemnity insurance, as well as engagement with the UK Government and industry on mortgage issues.

2.2 The project will last for at least 5 years, and undertaken in a number of phases. The first phase is to gather information on fire and cladding safety and to undertake a pilot project to test guidance and inspection methods. An eight week Expression of Interest (EOI) process was launched on 31 March eight weeks and will then lead into a pilot phase that is due to start in June 2021. The pilot phase is intended for buildings that already have fire risk assessments, cladding assessments or EWS1 Forms that demonstrate a risk to life of building occupants.

2.3 There has been substantial interest in the EOI process to date. As of 24 May a total of 300 EOI had been submitted, of which 116 were complete. The remainder are invalid entries, incomplete or disqualified (they did not have risk assessment documents). We are communicating with those parties to ensure that if they have relevant information then a complete EOI can be entered. More data is given in Annex C. The predominant sector submitting EOIs is private owners, owners associations and property managers.

### **3 Progress on Delivering MWG Recommendations and timelines**

3.1 In the period since 19 March Building Standards Division has taken forward measures to prepare for the pilot phase and further to the full roll out of the SBA. The key development areas are as follows:

- Webpages
- Scheme guidance
- Technical Specification
- Application process, application forms and decision making processes
- Payment mechanisms, including legislative levers
- Internal assurance, project and programme management and assurance.

3.2 The timeline commitment to deliver the EOI and pilot is challenging. Annex B shows the timeline that was expected at that point and this is what officials are still working towards.

### **4. Stakeholder engagement, governance and registers of assessors**

4.1 The MWG involved a significant amount of stakeholder engagement. However, there is an identified need to continue the engagement, to seek comments and advice to enable project success. A series of meetings have been undertaken or arranged with the following organisations over recent weeks:

- UK Finance (representing the mortgage lending industry)
- RICS
- Institution of Fire Engineers (IFE)
- Fire Sector Federation (FSF)
- Scottish Fire and Rescue Service

- Association of British Insurers
- Scottish Futures Trust
- High Rise Scotland Action Group
- Local Authority Building Standards Scotland.

4.2 The process to establish a Project Management Board, Technical Review Panel and Register of Assessors has been initiated, with the aim of holding the first meeting in June 2021. It is proposed to set up the Board in a shadow form initially to allow members to engage openly and be part of the development of terms of reference and design of governance arrangements. Officials across Scottish Government with policy interests (housing, fire and procurement) will also be involved.

4.3 We have also engaged directly with organisations to inform the development of the Technical Review Panel. The panel will be a smaller grouping that is intended to ensure that the technical approach is appropriate, and that technical specifications and guidance are updated and aligned, where possible, with industry standards.

4.4 Engagement has been undertaken with the IFE and FSF regarding registers of assessors. The FSF already has an overarching register for certification schemes for Fire Risk Assessors. It is proposed that this register (which is also used by SFRS) would be used to direct building owners to suitable professionals for generic Fire Risk Assessments. For Cladding Risk Assessments it is clear that this is a specialist area, in particular for fire safety aspects. The IFE have members who are capable of managing the cladding risk assessment process and issue suitable reports. We are working with IFE regarding an adjustment to their Chartered / Incorporated engineers register regarding ability to deliver a SBA.

## **5. Next steps**

5.1 The next steps in the process are as follows:

- Complete the EOI process by the end of May, and analyse submissions to determine those buildings (or developments) to take forward in the pilot phase.
- Complete the Scheme Guidance and Technical Specification.
- Complete procedures for the pilot phase.
- Launch the pilot phase in June.
- Hold initial meetings of the Project Board and the Technical Review panel in June.
- Finalise plans for the Register of Assessors working with industry partners.

## **6. Team development and risk management**

6.1 A new Unit is being created within Building Standards Division to take forward the commitment to the SBA and any resulting remediation needs. A Unit Head has been appointed following an internal recruitment process and he will take up the position from 7 June. Further recruitment is underway amounting to six full time posts at least in the initial instance.



6.2 [redacted]

Stephen Garvin  
Building Standards Division  
24 May 2021

## Ministerial Working Group on Mortgage Lending and Cladding Working Group

The Group was established in Spring 2020 by Kevin Stewart, as Minister for Local Government, Housing and Planning, to develop solutions to the difficulties people faced in buying, selling or re-mortgaging properties in buildings with external wall cladding. The Group fulfilled its remit in delivering a [Report](#) in March 2021, the [Scottish Government accepted](#) all of the conclusions of that Report. The Report and Scottish Government response was universally welcomed and has been supported – including by campaigners in England – as a logical way through the current situation.

A [detailed Q&A](#) produced to complement Report publication and to navigate the pre-election period where SG would be restricted in what can be said provides an overview of the issues and questions that people raise in this area.

[redacted]

## Engagement with the UK Government

There are important levers that are reserved to the UK Government – financial services, including mortgage lending and insurance. After many months of little response from UK Government Ministers, Kevin Stewart had some success in having meetings with Lord Greenhalgh. We suggest early contact with him and have drafted a letter for you to consider. The main areas of interest are –

- (a) buildings insurance – this is increasingly becoming an issue for homeowners in Scotland, as it is in England. Post-Grenfell tragedy insurance companies have little to no appetite for insuring properties with cladding (even where experts say the risk is low). UKG are still keen that the market finds a solution rather than resorting to Government intervention.
- (b) professional indemnity insurance for surveyors undertaking cladding work – there has been a recognition that there is a need for market intervention to increase the number of professionals able to undertake work as professional indemnity insurance cover is unavailable/unaffordable to many. The UKG has announced that they will take action. Despite our requests detail has not yet been shared on how this will work in practice.

(c) implications for Scotland of UK Government announcements on tax/levy to raise funds from developers for remediation and lack of clarity over consequential from UKG funding commitments. While taxes will be reserved, any levy may have more direct consequences and provide options for Scotland.

More Homes Division – 20 May 2021

DRAFT LETTER FOR NEW CAB SEC SJHLG TEMPLATE – (MH Division)

Lord Stephen Greenhalgh  
Minister for Building Safety and Communities

Via email

May 2021

Dear Lord Greenhalgh

Following the Scottish parliamentary elections earlier this month, I am honoured to have been appointed Cabinet Secretary for Social Justice, Housing and Local Government. I am writing to you in the early days of my new post on the important issue of cladding.

I will be driving forward the actions that the Scottish Government announced in March and I know that my colleague Kevin Stewart has been in regular contact with you. I would welcome an early opportunity to speak with you on our areas of shared interest. There are areas where developments at a UK level will have a direct effect on people in Scotland and on our planned work to resolve cladding issues here.

I am aware that my colleague Kevin Stewart was most recently in contact with you on 17 May raising issues at Western Harbour, Edinburgh and seeking an update on the discussions you have been having with the insurance industry to develop solutions to the provision of affordable buildings insurance and I am keen to hear how this is progressing.

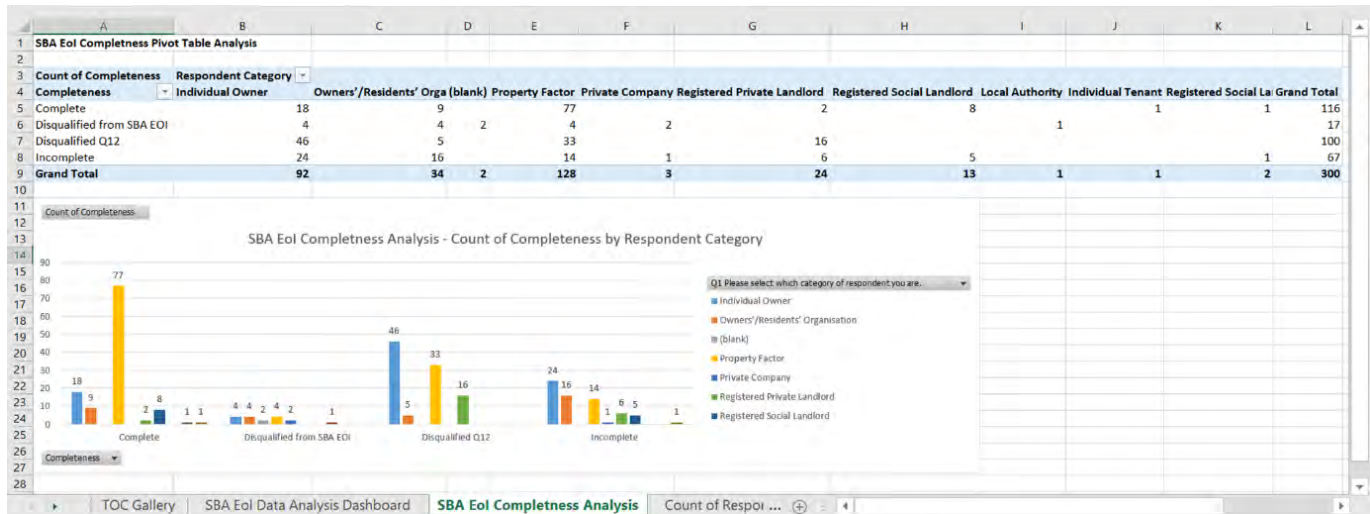
I know that the UK Government is also working to develop a professional indemnity insurance product to support those professionals who are qualified to undertake cladding inspections but who have been unable to secure appropriate professional indemnity insurance. My officials have been liaising with yours on this, but have heard nothing lately. Obviously, it is important that any such intervention on a reserved matter works appropriately across all the UK nations. While I am sure this is being fully taken into account in the development of this much-needed measure, I am very keen to see the detail of this in order to help ensure that it will work in Scotland. The timing of this UKG intervention is also important in our planning for delivery of our Single Building Assessment programme.

As I'm sure you will also appreciate, the importance of receiving clarity on the consequential that will come to Scotland following the UK Government announcement in February has not diminished.

I look forward to working with you on our areas of shared interest.

## Annex C

Expression of Interest of 24 May 2021, over seven weeks into the process.



## Annex B: Cladding Single Building Assessment – Phasing and Timelines

The single building assessment of cladding systems will be rolled out across three phases from this point, as follows:

Phase 1: This phase will secure a single building assessment (SBA) for relevant properties and remove the need for an EWS1 in Scotland by providing funding for one cladding safety risk assessment per building, in line with the circumstances in the Scottish Advice Note. This will incentivise a single building assessment per building at no cost to homeowners and create a stable pipeline of work to attempt to attract further suitably qualified professionals. It will include the planning, development and resourcing of the single building assessment scheme. Detail is presented on the key tasks in the table below. We will aim to present a Single Building Assessment package to Ministers for approval and final decisions on going forward prior to Scheme roll out in the summer 2021. Phase 1 is effective from March 2021 and is expected to be completed by

Phase 2: This phase will involve the roll out of single building assessments, it will be delivered in stages that are intended to target higher risk first and will provide detail to determine remediation needs, and how Scottish Government funding can be used to create safe buildings across Scotland. We will look to deliver an early assessment intervention as a trial prior to full roll out. Overall we expect that the single building assessment phase will take one year to complete, however, there are risks that further demand for the SBA will arise and we will need to review the ongoing need for support to this work. As SBA reports are returned they will be reviewed and the need for remediation identified via the technical review group and project board.

Phase 3: This phase is the roll out of remediation and is expected to commence in the summer of 2022 and continue for a period of four years. Details of this phase will be subject to further development as the assessment returns are made during 2021-22. This phase will involve work with developers and others to ensure that

<b>Phase 1: Planning, Development and Resourcing</b>		<b>Timelines</b>
	Contact LABSS, to alert them to assessment requirements, and potential impact on the building standards system in particular support for assessors, building warrant demand and technical support.	[redacted]
	Announcement on single building assessment programme and fund.	[redacted]

	Complete staff recruitment exercise. programme risk assessment and financial profiling exercise.	[redacted]
	Complete programme risk register, internal audit requirements and audit regime	[redacted]
	Complete programme plan and financial profiling	[redacted]
	Complete detailed project plan, and digital platform encompassing technical specification of the single building assessment within a comprehensive scheme guide, applications, decision process, database, assessment criteria, reporting, audit, quality assurance and risk assessment model forms Keep application and decision process simple, standard report format (green light buildings, or identify remediation needs), with a model risk reporting form to be developed for all single building assessments.	[redacted]
	Project Management Board	[redacted]
	Technical Review Panel, including LABSS fire representatives, expert surveyor and expert fire engineer; the group will be small (4 to 6 technical experts) and a conflict of interests process will be introduced to manage risk perception	[redacted]
	Registration scheme for cladding assessors <b>in association with key stakeholders</b> ; ensuring appropriate levels of qualification, training, experience and PI insurance cover; the digital platform for the scheme will be used for applications and review processes (see above); the registration scheme will be live for the duration of the programme  Monitor numbers coming forward for the scheme and address with project board around capacity. Promote the scheme with key stakeholders and seek expressions of interest at an early stage (see comms plan also)	[redacted]

	<p>Create an expression of interest process for those in buildings with cladding providing key points of contact, information on what is already known (existing assessment reports, etc), aiming to identify potential numbers, costs and risk perception of owners and managers</p> <p>Monitor numbers of buildings, particularly in the 18m+ category, which may impact on the process and timing set out in Phase 2, revisions will be made to the roll out plan as needed.</p>	[redacted]
	<p>Develop communication and engagement plan for key stakeholders, including property managers, insurers, lenders, assessor organisations (RICS, IFE, etc) and home owners and residents.</p> <p>Target individuals and bodies to help promote and provide guidance to potential applicants.</p>	[redacted]
	<p>Produce the Single Building assessment package for approval to go live in summer 2021</p>	[redacted]

<b>Phase 2: Single Building Assessments - Summer 2021 to Summer 2022</b>		<b>Timelines</b>
		[redacted]
	<p>On agreement from Ministers and in association with key stakeholders launch Single Building Assessment Scheme, including:</p> <p>Communication Strategy</p> <p>Digital platform with full scheme details, guides and procedures</p> <p>Information on phasing of works</p>	[redacted]
	<p>Launch full applications for assessments. We propose to manage the likely workload through a staged approach, but ensuring that higher risk buildings are prioritised:</p>	[redacted]



	<p>A. Trial period – focussed on a small number of buildings with known issues, these are likely to have existing assessment reports that can expedite the SBA and allow us to make any improvements to the scheme as required.</p> <p>B. Open applications and assessments commenced: This will include all buildings of any height with Metal Composite Material and PE core, poorer fire rated High Pressure laminate (in line with the SAN guidance) and buildings over 18m; other buildings with existing fire risk assessment and cladding reports that clearly demonstrate a risk will be included</p> <p>C. Open applications and assessments: this will include remaining buildings between 11m to 18m</p> <p>D. Open applications and assessments: this will include remaining buildings under 11m.</p>	
	<p>Assessments undertaken:</p> <ul style="list-style-type: none"> <li>• Reports submitted</li> <li>• Data processed</li> <li>• Remediation profile addressed.</li> </ul>	[redacted]
	<b>Improve information on the safety profile of domestic buildings with cladding</b>	[redacted]
	Information from these assessments will be made publicly available (particularly for residents, prospective homeowners, building managers, lenders, insurers, SFRS, local government and SG) building and increasing transparency on the current available information in the HRI (including and shifting the focus of data being generated at point of sale to a core part of information on a building.	
	Develop assessment data (store in database) and single building assessment	[redacted]
	Risk management and remediation needs profiled	[redacted]

	<b>Green light buildings</b>	
	Green light those buildings where the risk assessment was acceptable to free them from concerns around mortgage lending, replacing the need for an individual EWS1 per flat (currently done at cost to individual homeowner) and reducing concerns around fraud, consistency, accreditation and duplication	[redacted]
	Rank other buildings as requiring remediation (red light) or further assessment (amber light). This will be an ongoing process where buildings will either be greenlighted or placed into amber and red. Where red is highlighted we will move towards remediation at as early a stage as possible, working with owners, developers and other parties as required	[redacted]
<b>Phase 3: Remediation – October 2021 to March 2026 (to be further developed)</b>		
	<b>Remediation funding gap</b>	[redacted]
	Use the information gathered from the SBAs to estimate the remediation funding needs, justification for that (e.g. improvement in knowledge of risk since construction or inappropriate action at time of construction), the highest risk buildings, existence and willingness of developer to contribute and whether costs of remediation are prohibitive.	[redacted]
	Develop and roll out scheme for remediation, with funding rules, processes, audit and quality assurance	[redacted]
	<b>Remediation programme (to be further developed)</b>	[redacted]
	Remediation programme – stage 1: this stage will give the opportunity for Scottish Government to intervene in the buildings with a high risk profile and where developers or other parties are not stepping up to take action on remediation. It will be focused on MCM-PE and where other high risk situations are determined through the SBA that cannot be managed other than through immediate replacement of cladding	[redacted]

	Remediation programme – stage 2: MCM-PE and HPL cladding, other highest risk categories	[redacted]
	Remediation programme – stage 3: MCM-PE and HPL cladding	[redacted]
	Remediation programme – stage 4: HPL Cladding and other cladding identified as a risk	[redacted]
	Remediation programme – stage 5: other cladding identified as a risk	[redacted]