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Housing Strategy Action Plan 2012-15 (progress update June 2013)

Priority	Action	Timescale	Current Position
Delivering Affordable Housing	Work with the Rural Community Council for Essex to develop new rural housing schemes <ul style="list-style-type: none"> • Deliver 3 new housing needs surveys in identified parishes with the Rural Housing Enabler • Complete a site search in one of the identified parishes 	September 2014 January 2015	One new Housing Needs Survey completed at The Rodings, and further enquiries passed to the Rural Housing Enabler. Site searches carried out in Great and Little Hallingbury.
	Develop LA new build scheme and deliver 15 homes per year.	April 2015	Suitable sites identified and prioritised. SCAPE has been sent a list of sites and will be carrying out feasibility studies based on UDC preferred tenure mix. Under the procurement 'framework' that we have with SCAPE, there will be no charge to UDC for this initial service. Feasibility studies to be reported to the Housing Board. The Housing Development Officer is looking to identify additional land, including gardens, which may have development potential.
	Deliver in partnership with Registered Providers 100 affordable homes per year	April 2013	Delivered 122 affordable homes in 2012/13. Currently on target to provide 97 affordable homes during 2013/14

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	<p>Deliver new affordable housing with Stansted Area Housing Partnership funding</p> <ul style="list-style-type: none"> Phase 2 Holloway Crescent Extra Care scheme in Saffron Walden 	<p>June 2013 April 2015</p>	<ul style="list-style-type: none"> Phase 2 Holloway Crescent due to handover in 22nd July 2013 Extra Care scheme being worked up by East Thames HA, in partnership with Countryside Properties. A bid has been made to the HCA for funding, with results to be known in June 2013.
	<p>Work with Hastoe to deliver the Growth Area Funding projects in Hatfield Heath and Newport</p>	<p>January 2015</p>	<ul style="list-style-type: none"> Hatfield Heath – start on site in June 2013 Newport – Landowner considering his position on whether to sell. Will confirm in August 2013. Alternative site in Newport has been identified.
	<p>Work with planning policy to ensure that the new Local Plan compliments the requirements of the housing strategy</p>	<p>October 2012</p>	<p>Completed</p>
	<p>Work with Kift Consulting to look at viability on large scale affordable housing schemes</p>	<p>On-going</p>	<p>Continuing to work with Kift Consulting to provide viability advice on new developments, as and when required.</p>
	<p>Attend Local Access Group and investigate partnership working to include</p> <ul style="list-style-type: none"> Design guide for bungalows Visits to new development schemes to look at accessibility 	<p>March 2014</p>	<p>To be progressed.</p>
<p>Delivering Supported Housing</p>	<p>Investigate the re-provision of a new Mental Health facility with Metropolitan housing</p>	<p>January 2013</p>	<p>Re-provision of Mental Health facility identified for Saffron Walden Policy Area 1. Metropolitan Housing is working in partnership with the developer.</p>

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	Work with Uttlesford Local Action Group (LAG) to identify future need for supported accommodation for Learning Disabilities	March 2013	Site at Everitt Road, Saffron Walden has been identified for a Learning Disability Scheme in partnership with East Thames Housing Association.
	Work with partners on the delivery of a supported unit for people with learning disabilities with Hastoe and East Thames	January 2014	East Thames has purchased the proposed site at Everitt Road from Hastoe Housing. Initial Project Team meeting planned for 6 th June 2013. Funding identified in HRA business plan to support this scheme
	Work with planning policy to identify future provision for Gypsy and travellers <ul style="list-style-type: none"> • Call for sites 	November 2012	Call for sites completed and reported to the LDF Working Group on 12 th December 2012
	Implement the findings of the SHMA update	December 2012	Final SHMA document due in June 2013 and findings to be reported to the LDF Working Group.
Older People	Work with partners to deliver an extra care scheme in Saffron Walden	September 2013	Extra Care scheme being worked up by East Thames HA, in partnership with Countryside Properties. A bid has been made to the HCA for funding, with results to be known in June 2013.
	Investigate the potential for a second extra care scheme in Great Dunmow	March 2013	Extra Care scheme being worked up by East Thames HA, in partnership with Crest Nicholson. A bid has been made to the HCA for funding, with results to be known in June 2013.
	On all new developments, request 5% as one and two bedroom bungalows to meet the needs of the ageing population	April 2013	Policy now routinely implemented.

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	Review all sheltered housing schemes owned by the Council, and upgrade, or demolish to meet future needs.	April 2014	The Housing Development Officer has visited all the Sheltered Schemes (Alexia House, Reynolds Court, Hatherley Court, Parkside and Walden Place) that are due a feasibility study. Residents have been kept informed. Consultants have been appointed to carry out appraisals of the schemes during June, with their findings and recommendations being reported to Housing Board thereafter.
	Provide Internet cafes in our sheltered schemes for silver surfers.	February 2013	First project at Alan Hasler House completed end of July 2012. Second scheme at Broomfields in Hatfield Heath due to complete summer 2013
	Carry out an under occupation survey and establish what incentives would encourage tenants to move to more appropriate accommodation.	April 2013	Completed in October 2012. New de-cant/ downsizing policy written and implemented
Homelessness	Investigate the provision of additional supported accommodation for vulnerable adults	April 2013	Requirement for a new homeless facility identified for Great Dunmow. Suitable land identified to be part of Great Dunmow Policy Area 1. Continuing to work with partners to progress.
	Investigate the provision of a supported unit in the District for those fleeing Domestic Violence	April 2014	Local Authority owned site at Newton Green, Great Dunmow being made available to our partner (at nil cost), Safer Places Housing Association, for redevelopment.
	Investigate the Government initiative of discharging Homelessness duty into the private sector	Jan 2013	Allocations policy has been updated - changes agreed by Housing Board and Cabinet. Homelessness strategy updated and incorporated in the Housing Strategy

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	Investigate the re-provision of temporary accommodation that is currently at Mead Court	January 2013	Site identified on a redundant parking site in Cannons Mead, plans drawn and planning application submitted
Allocations	Establish a Strategic Tenancy Policy that ensures that local need is met.	January 2013	Final Tenancy Strategy approved by housing board and Cabinet October 2012. Local Tenancy Policy approved by Housing Board and Cabinet, implemented April 2013
	Review Anti-Social Behaviour policy and procedures	April 2013	Currently being reviewed
	Update Allocations Policy in accordance with new Government guidance	October 2012	Allocations policy has been reviewed in light of changes from Localism Act - changes agreed by Housing Board and Cabinet, implemented April 2013
Private sector	Employ empty homes officer	October 2012	New job description written and evaluated. Post currently being advertised
	Organise Landlords forum once a year	April 2013	Date to be confirmed
	Work with Papworth Home Improvement Agency (HIA) to engage Occupational Therapist services	April 2013	Papworth HIA has engaged their own Occupational Therapist (OT) service to carry out DFG adaptation assessments – this is currently working well. There is a backlog of assessments for adaptations to council properties due to the OT service being re-structured by Essex County Council. Officers are therefore actively exploring options for an in-house OT who will assess required adaptations for both private and council properties. The options include a joint West Essex Health and Wellbeing Board project with Epping Forest and Harlow councils and the CCG.
	Work with Home Improvement	On-going	Good working relationship with Papworth HIA

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	Agency to meet local needs		
The Councils Housing Stock	Implement the agreed action plan of new housing improvements and service enhancements, funded from the additional resources made available by HRA self-financing	April 2013	The authority has delivered a significant programme of investment in the first year of the HRA business plan - the largest annual capital investment in the stock for many years.
	Set up a new framework with development partner to implement the new council house building programme	April 2013	Framework set up with SCAPE
	Implement a more efficient and cost effective supply chain for repair materials	September 2013	Currently being investigated, with guidance from the Council's Procurement Manager.
	Undertake new stock condition survey	September 2013	Currently investigating whether this can be carried out in-house
	Introduce a Tenant Scrutiny Panel to undertake detailed reviews of specific housing services	April 2013	Tenants Regulatory Panel established in January 2013. Support and training being provided by external consultant in early stages of the Panel's development. Updates reported at both Tenant Forum and Housing Board meetings
	Monitor implications of new Right to Buy legislation	April 2013	Reporting schedule implemented to monitor RTB applications from both a development and financial aspect. The status of applications will be monitored and reported to Housing Board meetings.
Sustainable Communities	Investigate levels of Black and Minority Ethnic housing need	March 2013	92.3% population white British, with balance being BME mix. Application forms for housing captures an option for ethnicity. Also reviewing the demographics on 'older people' to

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			ensure the right environment, housing and care provision is relevant for future need.
	Undertake equality impact assessments on new and existing housing policies.	October 2012	Equality Impact Assessment carried out on new Policies/Strategies, as follows: <ul style="list-style-type: none"> • Tenancy Strategy • Tenancy Policy • Allocations Policy • Decant and Downsizing Policy
	Continue to work towards Equality standards	April 2013	Single Equality Duty 2012-2015 published in April 2012. This sets out the Council's priorities to promote equality in: <ul style="list-style-type: none"> • Service Delivery • Working Practices • Employment
	Involve service users in shaping the services that they use and that affect their lives	March 2013	Disability forum and Tenant Regulatory Panel in existence to help shape the Council's services. Service areas can use the council's profiled Citizens Panel to gain feedback on the impact of proposed service changes.
	Work with the LSP to ensure Uttlesford has neighbourhoods in which people can afford and wish to live	On-going	The LSP has an Access to Services project which is aimed at improving access and encouraging the development of sustainable community led services. The LSP is recruiting volunteers to identify community needs and contribute towards planning of voluntary/statutory services to address rural isolation, health inequalities and mental health issues. Housing Policy has a presence on the Health and Wellbeing

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			Group and other members of the Housing team work with members of the Crime Safety Partnership.
	Implement the Economic Development Strategy	April 2013	The Economic Development Strategy was approved by Cabinet in October 2012. There is planned to be a revision undertaken in October 2013.
	Set up and work with new Tenants Regulatory Panel	January 2013	Tenants Regulatory Panel established in January 2013. Support and training being provided. Updates reported at both Tenants Forum and Housing Board.
Housing Strategy Review	Organise Housing Strategy conference to review progress, set new targets and celebrate success	September 2013	Housing Strategy Conference to be organised for September 2013.
	Review action plan quarterly and update once a year	Quarterly report to Housing Board	Current review at June 2013.