

Action Plan

Strategic Outcome	Action	Resources	Deadline	Key Partners	Lead
Local Strategic Objective 1 - Maximise the delivery of a range of new affordable homes to meet diverse needs.					
Work with partners to endeavour to increase supply of affordable housing including affordable rented housing and shared ownership	Organise a Housing development workshop as part of the Housing Conference	Within existing resources	Annual and ongoing	All RSL Partners	Housing Enabling
	Monitor RSL nominations to ensure full quota of the appropriate properties is received.	Within existing resources	Annual and ongoing	All RSL Partners	
	Collate NI 155 data required for LAA and work to meet planned targets.	Within existing resources	Annual and ongoing	All RSL Partners	
	Work with Stansted Area Partnership to maximise provision of affordable homes in Uttlesford	Within existing resources	Annual and ongoing	SAHP partners	
	Monitor the number of adapted properties being provided on new development sites in accordance with the SPD.	Within existing resources	Annual and ongoing	All RSL Partners	
Maximise re-let nominations from Registered Social Landlords (RSL) partners and ensure robust monitoring arrangements are in place	Through monitoring the CORE returns evaluate the total number of re lets to Uttlesford District Council	Provide update information to Housing Initiative Task Group	Annual and ongoing	Housing Services. Partner RSL's	Housing services
	Develop robust internal monitoring arrangements	As Above	September 2009		
Monitor the impact of the Council's Local Plan Policies on the delivery of new	Support the delivery of the Local Development Framework for Uttlesford	Delivery of LDF	2009-2010	Planning Policy and Housing	Planning Policy

affordable housing and take action as appropriate				Enabling	
Continue to negotiate on site provision of affordable housing by private developers as directed by planning policy	Ensure the Affordable Housing Strategy is up to date and review annually. Implement guidance as suggested in the Affordable Housing Strategy and signpost developers and other relevant stakeholders to this document	Within existing resources	Annual and Ongoing	Housing Enabling, RSL's and developers.	Housing Enabling
Continue to secure funding that provides the optimum mix of affordable housing in terms of type and tenure, in the right location	Work with other partners in the East of England and the sub-region to input into delivery plans and secure maximum resources from the HCA	Within existing resources	Ongoing	Housing Enabling RSL's	Housing Enabling
To evaluate and monitor levels of affordability both district and sub-regionally	Work with Homebuy agent to establish local income data With Planning colleagues, evaluate findings from the SHMA Produce report on impact of the market slowdown for Housing Initiative Task Group	Within existing resources Within existing resources Within existing resources	September 2009 July 2009 September 2009	Housing Strategy 'Homebuy' zone agent Planning Policy	Housing Strategy
Provide results of SHMA to the sub-regional strategy	To be progressed on sign off of this document	Within existing resources	July 2009	Housing Strategy/ LCB M11 East	Housing Strategy
Make maximum efficient use of the existing affordable rented housing stock, minimising relet times and encouraging take up of under-occupation incentive schemes	Put in place a void management policy Research methods of reducing under-occupation by carrying out a consultation exercise with existing under-occupiers on the Housing Register	Within existing resources	Annual and ongoing	Building Services, Housing Management	Housing Services

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Local Strategic Objective 2 - Improve the condition of Uttlesford's housing stock across all sectors					
Ensure that all Council and RSL tenants live in decent homes, that meet the Governments Decent Homes Standard, through effective maintenance of the public sector housing	Decent Homes delivery in the social housing sector to be delivered by 2010	Within existing resources	April 2010	Building Services	Housing Services
Ensure that adequate information is obtained and updated on the condition of the public sector housing stock, through periodic stock condition surveys and procedures to record maintenance work undertaken	Complete stock conditions survey during 2009	Resources allocated	June 2009	Building Services	Housing Services
Deliver against actions highlighted in the Private Sector Stock condition survey	Monitor private sector stock condition survey action plan	Within existing resources	2010	Housing Strategy, Environmental Health	Environmental Health
Monitor empty homes in the District and provide advice to owners about bringing their property back into use	Survey owners of empty properties every six months and publicise the PLACE project	Within existing resources	Annual and ongoing	Housing Strategy, Environmental Health	Housing Strategy
	Provide advice at the Landlords Forum to empty property holders.	Within existing resources			
Continue to publicise guidance on HMO licensing	Provide advice at the Landlords Forum	Within existing resources	Annual and ongoing	Housing Strategy, Environmental Health	Environmental Health
	Publicise guidance on Council website	Within existing resources			
Assess whether the Council can remain a viable landlord	Carry out an Stock Options Review for Council owned homes	Within existing resources	July 2009	Tenant Forum, HITG,	Housing Services,

		Within existing resources		Housing Services, Housing Strategy	Housing Strategy
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Local Strategic Objective 3 - Help develop sustainable and safe communities					
Promote community cohesion and support the local economy by providing housing that is affordable for local people	Work with the LSP to ensure Uttlesford has neighbourhoods in which people can afford and wish to live	Within existing resources	Ongoing	Housing Strategy and Enabling, LSP	Housing Enabling
Ensure that housing policies and practices promote equalities and diversity	Undertake equality impact assessments on new and existing housing policies.	Within existing resources	April 2009	Disability Forum, PCT, Essex CC, Housing Strategy, Housing Services	Housing Services
	Improve BME monitoring arrangements and ensure targeted actions are taken where appropriate	Within existing resources	Annual and ongoing	Housing Services	
	Investigate how to better meet the needs of those with multiple and complex needs	Within existing resources	September 2009.	Housing Services	
Review the implementation of Choice Based lettings and continue to review and develop the service as best practice emerges	Undertake a review of the allocations policy	Within existing resources	October 2009	CBL Consortium, Housing Services, Housing Strategy	Housing Services
	Ensure CBL policy is not having an adverse impact on vulnerable groups in obtaining affordable housing	Within existing resources	Annual and ongoing	Housing Services	

	Investigate and implement a Mutual Exchange system.	Within existing resources		Housing Services	
Encourage high quality of design and layout in new developments, including public health, crime prevention, community safety and energy efficiency maintaining the attractiveness of Uttlesford as a residential environment	Deliver high quality developments via effective implementation of the Local Plan Policies. Relevant Core Indicators and key information monitored in the Uttlesford Annual Monitoring Report	Within existing resources	Annual and ongoing	Planning Policy	Planning Policy
Promote opportunities to enhance and develop services to vulnerable households on specific issues	Develop Supporting People Core Strategy Group to promote and enhance services to vulnerable groups and promote independent living Review Lifeline service in line with Essex CC assisted alarms review Implement recommendations from SP older persons review. Investigate the reconfiguration of a sheltered housing scheme into extra care and report to the Housing Initiative Task Group	Within existing resources Within existing resources Within existing resources To be investigated	Ongoing Sept 2009. Sept 2009. December 2009	Housing Strategy Housing Management and Housing Strategy Housing Management Housing Strategy PCT, SP, ECC, Disability Forum Housing Strategy and Management, Adult Social Care, Supporting People	Housing Strategy Housing Services Housing Services Housing Strategy

	Work in partnership with East Thames Housing Group and Epping Forest and Brentwood Council's to provide 13 self contained flats with adequate support for young parents	HCA funding required	Ongoing	Housing Strategy Epping Forest and Brentwood Council's East Thames	Housing Strategy
	Work with partners to relocate mental health and learning disability schemes in Saffron Walden that are no longer fit for purpose	Possible funding bid to HCA	Ongoing	Housing Strategy Places for People Granta Adult Social Care and PCT	Housing Strategy
	Continue to work closely with the Home Improvement Agency.	Within existing resources	Ongoing	Environmental Health Springboard	Environmental Health
	Investigate the housing needs of victims of domestic violence and work with partners to meet the needs of this client group.	Resources to be identified	April 2010	Homeless Partnership, Womens Aid, ADAS, police, safer healthier communities group,	Housing Services
	Review findings from Regional Spatial Strategy Single Issue Review – Planning for Gypsy and Traveller Accommodation and Essex CC Housing Needs survey and identify the most	Within existing resources	March 2010	Housing Strategy and Planning Policy	Housing Strategy

	suitable locations for the additional authorised pitches required by EERA				
Work effectively with local communities	Develop tenant and resident involvement through delivering the Council's Tenants Compact Continue to work towards the Governments Respect Agenda key principles to ensure a safer environment for tenants and the wider community	Within existing resources Within existing resources	December 2009 Ongoing	Tenant Forum, Housing Management Housing Management	Housing Services Housing Services
Implement the actions in the Homeless Review and Strategy 2008-2013	Refer to strategy for detailed actions.	See action plan	See action plan	See action plan	Housing Options and Homelessness team
Implement the priorities of the Council's Climate Change Strategy	Refer to strategy for detailed actions.	See action plan	See action plan	See action plan	Building Surveying
Improve the overall standard of all housing services in a way recognised by service users	Involve service users in shaping the services that they use and that affect their lives	Within existing resources	Ongoing	Housing Services	Housing Services