

Housing Strategy action plan 2021-26

Housing Strategy response: Demographics							
Activity title	Outcomes	Activities	Output measures/milestones	Timescale	Resources	Key Officer	Progress
Census 2021	Census data that informs policy	Use census 2021 data, upon it being made available, to consider whether policy changes are required in response to the demographics of the district	<p>Assess whether the percentage of bungalows and fully wheelchair user homes delivered on market-led sites needs revising and if so, use this information to inform the emerging Local Plan</p> <p>Ensure that 5% of new homes upon market-led sites are developed to wheelchair adaptable M4(3) standard and the remainder developed to wheelchair accessible M4(2) standard.</p> <p>Upon the new Local Plan being in place, ensure that 5% of new homes upon market-led sites are bungalows irrespective of tenure</p>	<p>June 2022</p> <p>Ongoing</p> <p>2024 onwards</p>	<p>Within existing resources</p> <p>Within existing resources</p> <p>Within existing resources</p>	<p>Housing Enabling & Development Officer</p> <p>Housing Enabling & Development Officer/Planning Case Officers</p> <p>Housing Enabling & Development Officer/Planning Case Officers</p>	<p>24/2/22 - Census data due to be published June 2022 & so it will be reviewed then</p> <p>Existing planning condition</p>

Market-led schemes	Housing mix matching the identified housing need	Ensure that the tenure and housing mix on market-led schemes matches the identified need in the Strategic Market Housing Assessment (SHMA), the emerging Local Plan and Housing Register requirements.	Agree the housing mix for each individual market-led scheme based upon the identified need	Ongoing	Within existing resources	Housing Enabling & Development Officer	
Downsizing	Making best use of Council housing stock	Continue to promote and encourage downsizing within the Council's own housing stock thereby making best use of the stock ie rightsizing	Continue to ensure that eligible applicants are aware of the grant available to assist them with downsizing thereby releasing the property for another applicant in need of it	Ongoing	Downsizing budget already in place	Housing management team	
Demolition of sheltered schemes no longer fit for purpose and replace with	Provide 21 st century homes for those age 60 and above	General needs housing for those aged 60 and over to replace sheltered schemes no	Re-modelling of Walden Place , Saffron Walden and demolition and re-build of Alexia House, Dunmow, and Parkside, Saffron Walden to be completed	Each scheme to be completed by 2026	Budget agreed and in place	Housing Strategy & Operations Manager	24/2/22 -Planning permission received for Walden Place currently going through

new build general needs housing for those aged 60 and over		longer fit for purpose in Saffron Walden and Dunmow					procurement process. Planning applications due to be submitted for schemes at Parkside & Alexia House by end of March 22
Assisting people to remain in their current homes	Preventing the need for elderly and disabled people to move from their homes when staying in their home is the best option	Make use of assistive technology	Look at the delivery of assistive technology in Uttlesford and understand who will be best placed to deliver the services that will enable people to remain in their homes for longer in a digital technology future	Ongoing	Within existing resources	Sheltered Housing Team Leader	24/2/22 – UDC Lifeline service being transferred to NHS Provide from 1/4/22 as they will be in a better position to fully digitise the service going forward
		Disabled Facilities Grants	Continue to provide Disabled Facilities Grants (DFG), Home Improvement Grants and Energy Efficiency Grants to assist people to remain in their homes	Ongoing	Budget resources in place	Environmental Health Manager (Protection)	3/3/22-the service is on course to spend £190k of its £270k DFG allocation. £5k has been spent on discretionary grants. The service facilitates but does not approve Energy Efficiency grants.
Specialist housing	Meeting the identified	Support Essex County Council	Assist ECC to meet the specialist housing need	Ongoing	Partnership approach	Housing Strategy &	24/2/22 – ECC currently

	specialist housing need within the Uttlesford district	(ECC) with delivering the specialist housing required within the Uttlesford district	including extra-care requirements, those living with dementia, Gypsy and Traveller provision, people fleeing violence and persecution eg Syrian and Afghan refugees; people experiencing domestic violence		to securing the necessary resources	Operations Manager	undertaking a review of extra care service requirements in Essex. 2 Afghan families offered accommodation in Uttlesford
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Housing Strategy response: Affordability and housing choice							
Activity title	Outcomes	Activities	Output/ measures/milestones	Timescale	Resources	Key officer	Progress
Affordable housing provision	Achieve an optimum level of affordable housing provision upon market-led sites	Continue to require 40% affordable housing provision upon market-led sites	40% affordable housing provision upon market-led sites achieved unless an alternative proportion is agreed on viability grounds	Ongoing	Applicant to fund the viability assessment	Housing Enabling & Development Officer/Planning case Officers	24/2/22 – Being achieved currently, although still being challenged on developments
Rural Exception Sites (RES)	Additional affordable housing provision	Support Registered Provider partners in the delivery of Rural Exception Sites	Assist Registered Providers, Parish Councils and the Rural Community Council of Essex (RCCE) in delivering RES	Ongoing	Housing needs surveys funded by Parish Councils	Housing Enabling & Development Officer	24/2/22 – RES delivered at High Easter; scheme ongoing at Hatfield Heath

Additions to Council owned stock	Use RTB receipts, commuted sums and grant funding to fund additions to Council owned stock	Continue to use Right to Buy receipts and grant funding to deliver a programme of new build Council homes and acquisitions	Use RTB receipts & commuted sums within the permitted timescales	Ongoing	RTB receipts and grant funding	Housing Strategy & Operations Manager/Development Manager (Housing)	24/2/22 – 17 New homes delivered since Nov 2021. 27 currently under construction. Other schemes at various stages of the planning process. Potential for the purchase of a 3BH on a Sect 106 site in SW
Housing Allocations Policy	Achieving sustainable communities	Review the Council's Housing Allocations Policy	Review the Council's Housing Allocations Policy with regard to the eligibility criteria for people living and working within the district Consider whether a key worker policy should be introduced	2023/24	Within existing resources	Housing Options Team Leader/Housing Strategy & Operations Manager	24/2/22 – This work will need to be co-ordinated with the emerging Local Plan
Housing Options service	Deliver a tailored Housing Options service	Provide a Housing Options service that provides service users with tailored advice regarding their	Consider creating a one-stop shop housing options service to promote the full range of housing choices and tenures, alongside homelessness prevention	2022/23	Additional resources required	Housing Options Team Leader/Housing Strategy & Operations Manager	

		housing options within the district	Continue to make use of the Rent Deposit Guarantee Scheme to assist those in need of it to secure suitable accommodation in the private rented sector	Ongoing	Budget in place for the Rent Deposit Guarantee scheme	Housing Options Team Leader	
First Homes	Assist first-time buyers onto the property ladder	First Homes successfully commenced within the district	<p>Scheme eligibility criteria, level of discount and revised tenure mix agreed prior to the commencement of First Homes upon market-led schemes</p> <p>Revised S106 agreements in place</p> <p>Ensure that 25% of new homes upon market-led sites are First Homes for</p>	<p>By 28/12/21</p> <p>By 28/12/21</p> <p>Ongoing from 28/12/21</p>	Within existing resources	<p>Local Plan & New Communities Manager (Planning)/Housing Enabling & Development Officer</p> <p>Legal Team</p> <p>Planning Case Officers</p>	<p>3/3/22 - Draft First Homes PAN being taken to LPLG on 9 March.</p> <p>24/2/22-Model clauses received from DLUHC and forwarded to the Legal Section</p>

			<p>new applications without significant pre-application engagement with effect from 28/12/21</p> <p>Re-assess the level of discount within the district for First Homes if sufficient evidence to support it is gathered as part of the Local Plan process</p>	<p>Considered as part of adopting the new Local Plan by 2024</p>		<p>Local Plan & New Communities Manager</p>	<p>3/3/22- No update at this point – monitoring to be undertaken as the government's First Home policy is implemented.</p>
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Housing Strategy response: Housing delivery and choice							
Activity title	Outcomes	Activities	Output/ measures/milestones	Timescale	Resources	Key Officer	Progress
Supply of housing	Broad range of tenures & delivery methods to meet the identified housing need	Work with developers and Planners to ensure that a supply of housing across a broad range of tenures & delivery	The range of tenures within the district broadened to include Community Led Housing (CLH), build to rent and First Homes	Ongoing Ongoing	Specialist support for CLH from Eastern Community Homes	Housing Enabling & Development Officer	24/2/22 - Thaxted CLT fully constituted & exploring site options

		methods is enabled	Alternative delivery methods including Modern Methods of Construction (MMC) considered as part of the Council's own development programme			Development Manager	24/2/22- MMC being considered for UDC Takeley site
Community Led Housing (CLH)	Additional affordable housing delivered within the district via CLH	Support the Eastern Community Homes (ECH) Hub & the Rural & Community Led Housing Enabler to provide specialist advice and assistance to groups seeking to deliver CLH	CLH contributing towards the number of affordable housing properties completed within the district by 2026	Ongoing	One off grant contribution of £3k to ECH and start-up grants for CLH groups funded from funds received from central government specifically for CLH	Housing Enabling & Development Officer	24/2/22 - Thaxted CLT fully constituted & exploring site options. Saffron Walden CLT being established. Self/custom build units being included as part of the mix on some S106 sites
Housing needs of major employers	Meet the identified housing need of	Identify the housing need of major	Meet with the major employers to identify their	2022/23	Within existing resources	Housing Strategy & Operations	

	the major employers within the district	employers and establish how the Council can assist towards meeting this need	employees housing requirements Ensure the range of tenures within the district responds to the identified need eg build to rent	Ongoing		Manager/Housing Enabling & Development Officer Housing Enabling & Development Officer	
Investment/development partner	Decision made as to whether to appoint an investment/development partner or not	Explore the option of appointing an investment/development partner to work with the Council to create a forward supply of schemes, and then design and construct the homes	Establish whether there is the appetite to commit the necessary financial resources to expanding the Council's own development programme or not Business case to be compiled and considered at Housing Board if there is the appetite to expand the programme	2021/22 2021/22	Additional financial resources required	Housing Strategy & Operations Manager Housing Strategy & Operations Manager	24/2/22 – currently financial constraints prevent this being a viable option; will be kept under review
Private rented sector	Improve the condition of private rented sector stock	Provide grants & assistance for private landlords looking to bring good quality homes into the	Ongoing programme monitored to ensure its effectiveness	Ongoing	Budget resources in place	Environmental Health Manager (Protection)	3/3/20- Loan offers are made available and promoted

		private rented sector					to owners of empty properties. There is limited take up and consideration is being given to increase the scope of the loan, subject to PLACE consortium agreement
Emergency Homeless accommodation (this activity also sits within the homelessness strategy)	Secure additional emergency homeless accommodation	Identify opportunities to deliver more units of emergency homeless accommodation for specialist groups	Increased provision of suitable and secure emergency homelessness accommodation with less reliance on emergency bed and breakfast usage	2022/2023	Potential budget implication	Housing Strategy and Operations Manager	

Housing Strategy response: Quality of housing							
Activity title	Outcomes	Activities	Output/ measures/milestones	Timescale	Resources	Key Officer	Progress

Energy efficiency	Improve the energy efficiency of homes, save residents money & reduce fuel poverty	Continue initiatives/partnerships that improve EPC ratings, reduce energy consumption, save residents money and reduce fuel poverty	EPC ratings for the district improve year on year, reduction in the level of carbon emissions from domestic properties and less residents considered to be in fuel poverty	Ongoing	Within existing resources	Climate Change Project Officer	28/2/22- For residents of non-UDC properties, UDC are currently distributing over £1million in government grants to low income households for energy efficiency measures.
Private sector stock condition	Improve the quality of the private sector stock	Continue to facilitate a range of home improvement services to owners, including private landlords, helping with home repairs,	Ongoing programme monitored to ensure its effectiveness	Ongoing	Budget resources in place	Environmental Health Manager (Protection	3/3/20- there is limited take up of discretionary assistance loans. The service is

		improvements and adaptions					currently reviewing the assistanc e available.
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	Council owned stock	stock thereby reducing energy consumption, save tenants money & reduce fuel poverty			budget agreed as part of the Uttlesford Norse/UDC partnering arrangement		reviewed as part of the next LAHS submission
Private sector empty properties	Return empty properties back into occupation	Continue to intervene to ensure that empty properties in private ownership are returned to occupation	Ongoing programme monitored to ensure its effectiveness	Ongoing	Within existing resources	Environmental Health Manager (Protection)	3/3/20- approx 250 property owners are contacted each quarter. Figures on the total number of empties returned to occupation are provided annually.
New build space standards	Adherence to Nationally Described Space Standards	Require that the NDSS are met by all developers upon market-led	Requirement within the Local Plan for the NDSS to be met	Upon adoption of the new Local Plan in 2024	Within existing resources	Local Plan & New Communities Manager	3/3/20- No update at this point, the

	(NDSS) by all developers within the district	sites by including a requirement to do so within the Local pLan					emerging Local Plan will include appropriate policies
Permitted Development Rights (PDR)	Minimise any adverse effects from PDR within the district	Monitor and report upon any adverse implications from PDR allowing conversion of office/shop buildings into residential accommodation	Monitoring the impact of PDR	Ongoing	Within existing resources	Development Control Team	
Innovation Demonstrator Project	Council owned Innovation Demonstrator Project undertaken	Explore the option of the Council delivering an Innovation Demonstrator Project upon a strategic development site	Obtain a decision from Housing Board as to whether to proceed or not with the project. Consider working with Eastern New Energy to deliver an Innovation Demonstrator Project	2023/24 2023/24	Potential budget implication	Development Manager/Housing Strategy & Operations manager	24/2/22 – currently unlikely to progress due to budget constraints

Housing Strategy response: Local Plan							
Activity title	Outcomes	Activities	Output/	Timescale	Resources	Key Officer	Progress

			measures/milestones				
Housing Strategy 2021-26	Revised/updated Housing Strategy	Review & revise the Housing Strategy if required upon adoption of the Local Plan	Housing Strategy correlating with the Local Plan due to be adopted in 2024 Planning consultation responses to follow the planning policy contained within the Local Plan 2024	2024 2024 onwards	Within existing resources	Housing Enabling & Development Officer	24/2/22 – Strategy will be reviewed in line with the emerging Local Plan

Housing Strategy response: Impact of the Covid-19 pandemic							
Activity title	Outcomes	Activities	Output/ measures/milestones	Timescale	Resources	Key Officer	Progress
Design of new Council homes	Design of homes matches post-Covid requirements	Ensure that the design of new Council homes takes account of changing work practices such as working from home	Consider the design brief for each proposed scheme Identify, monitor & respond to any longer-term trends resulting from the Covid-19 pandemic	Ongoing Ongoing	Within the budget allocation for each specific scheme	Development Manager/Housing Strategy & Operations manager	
Location of new Council homes	New Council homes to be predominantly built in areas identified for	Review the areas identified for growth within the new Local Plan	New Local Plan due to be adopted 2024	2024 onwards	Within existing resources	Housing Strategy & Operations Manager	

	growth within the new Local Plan	upon it being adopted					
Homelessness trends	Homelessness service to respond to any adverse trends resulting from the pandemic	Monitor and respond to any adverse homelessness trends having regard to the resources available	Adverse trends monitored and responded to	Ongoing	Potential budget implication	Housing Options Team Leader	24/2/22 – reviewed within the Homelessness Strategy and via the Homelessness Partnership