
















HOUSING STRATEGY ACTION PLAN - PROGRESS REPORT – Progress against actions and targets as at 1st August 2008.




ACTION PLAN - PRIORITY 1. - ADDRESSING THE SHORTAGE OF AFFORDABLE HOUSING







| Action and Priority | Target Completion Date | Milestone | Progress upon implementation of action as at 31 st January 2007 | Revised Target for Completion |
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| <p>KEY TARGET - With the support of BDHT and other partner RSLs', achieve delivery of 400 additional units of affordable housing over the 5 year period of the Strategy. (This target will be subject to review following consultation upon the SPD – Affordable Housing and the outcome of the Government's Review of the Regional Spatial Strategy)) (Performance in 05/06 = 75 additional affordable housing units, Performance for 06/07 outturn = 72 additional units delivered Performance for 07/08 = 46.</p> <p>PSA 5 – To achieve a better balance between housing availability and the demand for housing, whilst protecting the countryside and Green Belt.</p> | | | | |
| Proposed Outcome - Increased delivery of affordable housing through Planning Gain. | | | | |
| <p>Develop Supplementary Planning Document for Affordable Housing relating to:</p> <ul style="list-style-type: none"> • Threshold levels • Percentage of affordable housing • Open space/play facilities • Location / size / type / tenure • Financial contributions <p>HIGH</p> | Draft document December 2005 | Completion of LDF consultation by June 06 | <p>"The publication of the Affordable Housing and Managing Housing policies has been put on hold due to the phased revision of the Regional Spatial Strategy (RSS) to allocate district targets for housing provision between 2001 – 2026. The process has been further delayed by a further review of the RSS and outcome is unlikely to be known until October / Nov 2008. A draft SPD has been formulated but cannot be completed until the outcome of this review process is known in terms of the required level of provision. Upon completion the planning policy section will complete the new strategies to deliver the required amount of housing with a substantial element of new Affordable housing."</p> <p>The Strategic Housing Manager has chaired a group of Countywide Enabling Officers in formulating a framework and developing cross boundary consensus upon appropriate elements of an Affordable Housing SPD.</p> | <p>Nov 2008</p>  <p>Red</p> |
| <p>Consult on development of Supplementary Planning Document for Affordable Housing.</p> <p>HIGH</p> | June 2006 | Completion of LDF consultation by June 06 | <p>The SPD will be published alongside the Core strategy in October, the SPD will supplement higher level affordable housing policies for the district contained in the Core Strategy</p> | <p>Nov 2008</p>  <p>Red</p> |






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| <p>Adopt new Supplementary Planning Document for Affordable Housing.</p> <p>HIGH</p> | <p>July 2006</p> | <p>Completion of LDF consultation by June 06</p> | <p>The SPD will not be formally adopted until the Core strategy has been adopted, although whilst the moratorium is in place the Affordable housing SPD will not be used as we would resist any open market housing. Information contained in the SPD will be used to guide the allocation of new housing sites for long term development needs, it could also be used informally help RSLs provide for identified needs on 100% affordable housing schemes.</p> | <p>Dec 2008</p>  <p>Red</p> |
| <p>Supplementary Planning Document – Managing Housing.</p> <p>HIGH</p> | <p>July 2006</p> | <p>Consultation completed by May 2006</p> | <p>The SPD will not be formally adopted until the Core strategy has been adopted, although whilst the moratorium is in place the Affordable housing SPD will not be used as we would resist any open market housing. Information contained in the SPD will be used to guide the allocation of new housing sites for long term development needs, it could also be used informally help RSLs provide for identified needs on 100% affordable housing schemes.</p> | <p>Dec 2008</p> <p>Managing housing SPD not required</p>  <p>Red</p> |
| <p>Develop a procedure within Supplementary Planning Guidance to clarify the information developers will be required to submit within Sect 106 negotiations.</p> <p>HIGH</p> | <p>June 2006</p> | | <p>As above</p> | <p>Dec 2008</p>  <p>Red</p> |
| <p>Working with the County Housing Enabling Officers Group, jointly develop a common template for Sect 106 agreements and develop good practice from outside the County.</p> <p>HIGH</p> <p>COMPLETED</p> | <p>March 2007</p> | <p>Enabling Group Research by June 06. Consultation with Legal Feb 07</p> | <p>The Strategic Housing Manager has chaired a group of Countywide Enabling Officers in formulating a framework and developing cross boundary consensus upon appropriate elements of an Affordable Housing SPD.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Carry out District and Parish Council Member training ‘Understanding and raising the profile of Affordable Housing.</p> | | <p>Complete DC Member Training by June 2006</p> | <p>Initial training completed in March 2006 and in addition the following training has been ongoing:</p> <ul style="list-style-type: none"> • Presentation on affordable housing progress and scheme delivery made to Scrutiny Steering Board on 31.10.06. • Presentation on affordable housing and scheme delivery made to Affordable Housing Advisory Group on 7.11.06 • Good practice visits for the Affordable Housing Group took place at Wychavon DC on 2nd February 07 Good practise BME visit to Elgar Housing. took place 24 November 2006 with portfolio Holder. • Members Affordable Housing Tour of District and the opening of 12 units of affordable housing took place on 30th November and brick laying ceremony for first rural housing | <p>DC training Achieved.</p> <p>PC awareness on rolling programme</p>  <p>Green</p> |


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| HIGH | | | <ul style="list-style-type: none"> • scheme at Belbroughton scheduled for 28th Feb. • Portfolio Holder for Strategic Housing and Portfolio Holder for Planning attended briefing and good practice on Choice Based Lettings by Wychavon on 5th Dec. • DH/PS – Arranging visit for Portfolio Holder to Solihull to discuss Green Belt / affordable housing issues. • Romsley PC – Strategic Housing Road show took place on 9.07.07. • Bentley PC – Strategic Housing Road show took place on 12.09.07. • Lickey & Blackwell PC – Strategic Housing – Awaiting PC approval of date. • Awaiting invitation from Lickey and Cobnall PC | |
| Proposed Outcome – Improved partnership working and preferred partnering arrangements | | | | |
| COMPLETED | December 2006 | Good Practice model agreed by County Enabling Group Sept 06 | <p>Report recommending a procedure for review of RSL partners reported and approved Executive Cabinet February 2007.</p> <p>Review process completed and Preferred RSL Partnership selected and appointed by Member / Officer working Group.</p> | <p>June 2007</p>  <p>Green</p> |
| COMPLETED | April 2007 | Enabling Officers Group work plan to develop Best Practice Dec 06 | Awaiting outcome of County Enabling Group recommendations. | <p>Completed</p>  <p>Green</p> |
| COMPLETED | Achieved | Attendance on Health & Wellbeing and Chairmanship of Consider Your Environment Theme Groups. | <p>Achieved with Strategic Housing officers attendance at following Theme Groups:</p> <p>Health and Well Being – Amanda Glennie</p> <p>Better Environment Group – Katie Sharp Fisher</p> <p>Children and Young Persons – Jennifer Delorenzo</p> <p>Older People – Jayne Burton/Andy Coel</p> <p>Affordable Housing – Andy Coel</p> <p>BDHT CEO has become LSP partnership member.</p> | <p>Completed</p>  <p>Green</p> |
| Proposed Outcome – Increased choice of housing options and routes to owner occupancy. | | | | |

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| <p>Review demand and take up of Homebuy Scheme and re-promote / consider LA funding.</p> <p>COMPLETED</p> | <p>April 2006</p> | | <p>Take up of government funding under scheme is being monitored and assistance provided in promoting the scheme to BDC list applicants.</p> <p>Possible use of single pot government grant to be used to fund additional units if demand determines (Cabinet approval). Mail shot to everyone on the councils waiting list who has expressed an interest in low cost/shared ownership housing Feb 07</p> | <p>Completed as far as currently possible.</p>  <p>Green</p> |
| <p>Consider implementation of Choice Based Lettings at a local or SHMA level by 2010.</p> <p>COMPLETED</p> | <p>September 2006</p> | | <p>Action to consider has been achieved and Executive Cabinet approval and capital funding allocated. Revenue funding pending budget approval.</p> <p>Government funding bid successful to implement SHMAS wide scheme. Implementation planned for 07/08.</p> <p>Implementation progressing through County Officer Group.</p> <p>County and BDC launch events completed.</p> <p>Scheme goes live in October 2008.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Investigate the role of Self Build and its' potential in meeting the needs of a section of the housing market.</p> <p>LOW</p> <p>COMPLETED</p> | <p>September 2007</p> | <p>Clarification with regard to Hsg Corp Funding being available for schemes</p> | <p>Discussed with Housing Corporation. In principle the HC would consider an application from a self build organisation, but they express extreme caution with regard to the deliverability of scheme and would require extensive assurances before committing public funding to a scheme.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Keep under review progress on Gov't Initiative for £60k starter homes.</p> <p>LOW</p> <p>COMPLETED</p> | <p>Being kept under review for appropriate new products.</p> | <p>Consider suitability in event of moratoria being relaxed. Review of schemes by Enabling Officers</p> | <p>Redrow Homes (Rugby) scheme visited.</p> <p>Redditch systems build projects to be visited and good practice shared.</p> <p>Focus remains upon strict definition of affordable housing only as this product is open market housing.</p> <p>Would not qualify as affordable housing under PPS 3 definition of SPG 10 – Moratorium.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Proposed Outcome – A balanced housing market – appropriate supply of affordable housing – reduced backlog of unmet need.</p> | | | | |
| <p>Progress data collection and update on SHMA Housing Needs Assessment to complement consultancy work joint funded with Regional Housing Board.</p> | <p>Annual updating will continue.</p> | <p>Initial work to inform the review of the Regional Spatial Strategy by Apr 06.</p> | <p>Completed.</p> <p>Draft report on Housing Market Assessment for SHMA delivered January 07.</p> <p>Ongoing requirement to keep survey up to date and deliver additional</p> | <p>Completed</p>  |



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| | | | assessment of Gypsy and Traveller needs. G&T assessment delivered and first annual update completed. | Green Annual updating will be supported |
| COMPLETED | | | | |
| Review progress on identified affordable housing sites and re-formulate and re-submit any funding or planning applications that have been unsuccessful. | Continuous process in preparation for future bidding rounds. | Progress being made on planning approvals. Awaiting announcement of Hsg Corp funding | Completed for both bidding rounds to Housing Corporation in 2006. Work was undertaken to prepare and support bids for the 2008/2011 bidding round. £7.4m of housing corporation approved in 06/08 period and £3.28m (78units) approved in first allocation under 2008-11 programme. Support of RSL bids continues in respect of additional bids submitted for consideration by the Housing Corp under Regular Market Engagement. | Completed  Green |
| COMPLETED | | | | |
| Continue to identify development options with BDHT through the Development Working Group and support submission to Housing Corporation Investment Clinic as appropriate. | Continuous process. | Outcome of 06/08 bidding round. | During 2006, £7,584,098 Housing Corporation Grant was successfully secured to deliver affordable housing schemes in Bromsgrove District through RSLs', of £4,319,000 allocated to BDHT/West Mercia schemes. Officer Working Group continuing to assist and support BDHT currently focussing on Hostel remodelling and Extra Care Scheme development. Portfolio Holders for Planning and Strategic Housing, PS, DH and AC now meeting monthly with CEO's of BDHT and WM Housing Group and a representative of County Estates Department, This Strategic Housing and Principal RSL Partner Group continues to meet monthly and is well supported by all mentioned above. County Council owned sites are regularly reviewed and joint partnership working developed to maximise potential of land and property resources available. |  Green |
| HIGH ONGOING | | | | |
| Develop Community/Stakeholder Event to review progress mid way through the life of the strategy. | March 2008 | 6 monthly RSL Liaison Group feedback | Housing Re- inspection, commissioning of Choice Based Lettings and implementation work associated with introduction of new IT systems has had to be the priority for Strategic Housing Staff, thus necessitating a re-scheduling of this action to be completed by December 2008. | Revised Target Date December 2008.  Amber |
| HIGH | | | | |
| Proposed Outcome – Provision of affordable rural housing to meet identified local needs. | | | | |
| Complete affordable housing site identification consultation events in: Alvechurch, Stoke Prior, Clent, Beoley | April 2006 | Alvechurch and Stoke completed. Clent & Beoley | Consultation events held at Alvechurch, Clent and Stoke Prior including questionnaire analysis on potential sites. Site identification at Beoley has proved difficult and no sites are currently available, therefore no further action. Consultation will re-commence in other rural areas | |




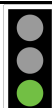
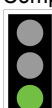
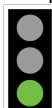
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| MEDIUM COMPLETED | | outstanding. | following housing needs surveys being carried out. | Completed  Green |
| Finalise and submit rural housing scheme applications for planning and funding at: Alvechurch Stoke Prior Clent Beoley MEDIUM | September 2006 | Government resolution of 100% stair casing and Perpetuity issues. | Alvechurch – site identification & funding bid submitted and approved. Stoke Prior – planning submission granted , funding approved Clent – submission of planning imminent, funding application to follow. Beoley – site identification has failed to identify suitable land for AH. |  Amber |
| Review the need to carry out further Parish Council Local Housing Need Surveys to bring forward further 'Exception Sites' MEDIUM | Continuous process | Re – appointment of a County Rural Housing Enabler. | Schedule of Local Housing Needs Surveys agreed with Rural Housing Enabler. Joint Strategic Housing Road shows and Rural Enabling Presentations carried out at Romsley (July 07), Bentley (Sept 07) and Licky & Blackwell (pending), Tunall and Cobley (pending) | Continuous process  Green |
| Review Right to Buy/Acquire exemption options for rural areas. COMPLETED | June 2006 | | Investigated by Enabling Sub Group – Government policy now changed to protect rural housing schemes in perpetuity by 80% capping on acquisition. | Completed  Green |
| Review long term development plans for affordable housing on ADR's, school sites and Town Centre Re-development within LDF process. HIGH | | Re-appointment of Head of Local Plans. | Being considered as part of the LDF process – Further progress currently awaiting outcome of the RSS Review, following which capacity of brownfield urban sites will be addressed in advance of ADR and Green Belt land being put forward for housing. |  Amber |
| Review the need for a Key Worker Scheme LOW COMPLETED | September 2007 | | Housing needs survey information currently indicates no special needs identified. Identified within individual rural needs surveys. | Completed  Green |



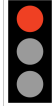


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| <p>Create a register of all publicly owned land suitable for the development of affordable housing and contact organisations to investigate disposals.</p> <p>HIGH</p> <p>ONGOING</p> | December 2007 | Register complete by December 2006 | Affordable Housing Member Group helping to feed in ideas. Priority for LAA given approval. Strategic Housing and Preferred RSL Partner Group meets monthly with representative of County Estates to review site availability and progress upon development for affordable housing purposes. |  <p>Green</p> |
| <p>Review progress on joint commissioning Extra Care Housing at Gilbert Court.</p> <p>COMPLETED</p> | April 2006 | <p>Outcome of Funding Bid to Hsg Corp (03/06)</p> <p>Next DOH Bidding Round (07/06)</p> | <p>Bid to Housing Corporation successful therefore joint commissioning funds available. Planning permission granted.</p> <p>Scheme started on site September 2007.</p> <p>Due for Completion in Autumn 2008</p> | <p>Completed</p>  <p>Green</p> |
| <p>Incorporate affordable housing within proposed Town Centre re-development.</p> <p>HIGH</p> | 2008/09 | Outcome of developer responses to brief and consultation. | Strategic Housing Initiatives Officer surveying Town Centre to develop strategy for flats over shops. |  <p>Green</p> |
| <p>Review potential for Flats over Shops.</p> <p>HIGH</p> | Dec 2006 | | <p>Private leasing scheme fully researched and developed. Scheme for 6 flats reported to Executive Cabinet but not approved on VFM grounds.</p> <p>Ongoing work for Strategic Housing Initiatives Officer to bring back into use empty homes including units over shops by working with Town Centre officer to assess availability of accommodation over shops to feed into town centre plans.</p> | <p>Action archived but continuous process of identifying opportunities.</p>  <p>Green</p> |
| Proposed Outcome – Empty homes brought back into use and private sector renting made more accessible. | | | | |
| <p>Integrate private sector housing staff into Strategic Housing Team to encourage a joined up approach to maximising the contribution of private sector housing and empty homes.</p> <p>COMPLETED</p> | May 2006 | Appointment of two new posts April 06 | Fully achieved and Housing Initiatives Officer and Private Sector Regulatory Officer appointed. | <p>Completed</p>  <p>Green</p> |
| <p>Promote countywide consideration of joint funding of a Private Lettings Scheme.</p> | July 2006 | Outcome of bid for Homelessness Innovation grant | Bid for Government funding developed and lead by BDC – Funding bid unsuccessful. Countywide support therefore not given. Private Leasing Scheme developed for BDC but not approved on VFM basis. | |







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| COMPLETED | | | | Completed  Green |
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ACTION PLAN PRIORITY 2 – IMPROVING THE QUALITY AND AVAILABILITY OF PRIVATE SECTOR HOUSING


| Action and Priority | Target Completion Date | Milestone | Progress upon implementation of action as at 31 st January 2007 | Revised Target for Completion |
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| <p>KEY TARGET - To increase housing energy efficiency by 30% from 1996 – 2010 (Performance to March 05 = 20.69%, to March 06 = 22.68%, to March 07 = 24.64) (March 08 performance awaiting HECA Report in Nov 08)</p> <p>KEY TARGET – To increase the proportion of vulnerable households achieving Decent Homes Standard to in excess of 70% by 2010. (Performance at March 04 = 76.1%, March 06 = 76.33, March 07 = 76.66%, October 07 = 77.13%)</p> <p>KEY TARGET – To return a minimum of 3 private sector dwellings into occupation each year as a result of action by the Local Authority. (Performance for 06/07 = 8 units, Performance for 07/08 = 19)</p> | | | | |
| <p>Proposed Outcome – Sustained long term ‘Decent’ housing conditions, improved quality of privately rented accommodation, higher standards for healthier and safer homes.</p> | | | | |
| Monitor performance target for achieving ongoing improvement in Decent Homes Standard HIGH | 75% of vulnerable households decent by 2020 | 65% of vulnerable households decent by 2006. 70% by 2010 | The 2004 Bromsgrove District Private Sector Housing Survey advised that 76.1% of vulnerable households already lived in Decent Homes. Full monitoring and updating of this baseline data began in 2007/08 with the introduction of new Decent Homes forms for inspecting officers and our SLA partners whom also inspect properties. Performance is updated based upon home repair grants allocated. Performance to October 2007 = 77.13%. |  Green |
| Review target of spending 85% of Housing Renewal Grant funds on achieving Decent Homes Standards. MEDIUM | 85% targeted at vulnerable private sector occupying non-decent homes | Set up returns data by May 2006 | 100% of Discretionary Grant budget spent on works contributing towards meeting Decent Homes Standards during 07/08. Grant only allocated for works that are deemed to be a Cat 1 Hazard under the Housing Act 2004. |  Green |

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| <p>Implement new Housing, Health and Safety Rating System for all inspections.</p> <p>COMPLETED</p> | April 2006 | All training of officers complete by February 2006 | Completed and in place | <p>Completed</p>  <p>Green</p> |
| <p>Introduce Statutory Licensing registration of HMO's</p> <p>COMPLETED</p> | April 2006 | Scheme and fee structure in place by Mar 2006 | Introduction complete and processes in place. | <p>Completed</p>  <p>Green</p> |
| <p>Carry out a minimum of 4 Caravan Site inspections PA.</p> <p>MEDIUM</p> <p>COMPLETED BUT ONGOING PROCESS</p> | Dec 2006 | | <p>Process in place from March 07 to carry out 2 inspections per month.</p> <p>All sites in District now inspected and assessed against new Model Standards. 75% compliance. Policy for implementation of enforcement action to be considered by Executive Cabinet in September 2008.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Submit revenue bid to maintain ongoing updating of Housing Condition survey information</p> <p>MEDIUM</p> | Next survey 2009 | <p>Tender document ready for Sep 2008</p> <p>Consideration of joint survey working within the SHMA</p> | <p>Bid submitted and approved.</p> <p>Specification written and approved for Countywide upgrade of surveys. Awaiting Countywide commissioning of work.</p> |  <p>Green</p> |
| <p>Review bid for funding to carry out joint condition survey work across the SHMA</p> <p>COMPLETED AND NOW SUPERCEDED</p> | Jan 2006 | <p>Regional Housing Funding.</p> <p>Cross boundary agreement.</p> | <p>Countywide decision that the joint LA stock survey will not proceed but that in future all councils use BRE research for further analysis. GOWM has been asked to pay BRE to recalculate figures for all LA's using the HHSRS calculation, anticipated at £2-3K per LA. Growth bid submitted.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Update Caravan Sites Survey Forms to include new provisions under Housing Act 2004</p> <p>MEDIUM</p> <p>COMPLETED</p> | Jan 2006 | Information gathered by Dec 2005 | Action had been delayed due to staff resource issues. New staff now in place, survey format reviewed, all 13 sites inspected and being monitored regarding compliance with new model standards. Report upon outcome of inspections and enforcement scheduled for Executive Cabinet in September 2008. | <p>Completed</p>  <p>Green</p> |

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| Review Private Sector Renewal Strategy and Housing Assistance Policy 2004. HIGH | April 2006 | Draft review by Feb 2006 | Target not achieved due to staff resource issues. Policy reviewed – October 2007. Private Sector Strategy review recommended by Audit Commission at Re Inspection and actioned for completion by March 2009. Condition Survey update needed to inform the strategy but progress may hamper completion of this action. | March 2009  Amber |
| Investigate alternative sources of funding Housing Renewal other than grants – Equity Release/ Loans etc COMPLETED | Dec 2006 | Pilot Scheme for the council | Countywide Scheme investigated for LAA priority and reported to Executive Cabinet. Not approved for LAA priority. Awaiting further development of the Birmingham Kick Start Scheme and an indication of availability of Regional Housing Board funding to support a Worcestershire wide scheme. BDC now hosting a Kick Start Officers Group for the SHMA to prepare for introduction of Kick Start Equity Release options. Private Sector Team Leader receiving Kick Start training. | Completed  Green |
| Introduce an Enforcement Policy and fee structure via Cabinet. MEDIUM | March 2006 | March 2006 to Cabinet | Fee structure for HMO licensing agreed. Currently operating in accordance with Central Government Guidance, Enforcement Concordat and Environment Services Enforcement Policy. Development of a Private Sector Housing Enforcement Policy will be included within the review of the Private Sector Housing Strategy by March 09 | March 09  Red |
| Proposed Outcome – Improved energy efficiency of homes. | | | | |
| Target 2% annual home energy saving PA | Target 30% by 2010 | 26% by Sep 2008 | On target for 30% home energy savings by 2010. Year 04/05 20.69%, Year 05/06 22.68% (reaching target of 2% p.a., highest annual % increase in Worcestershire 05/06, March 07 = 24.64). Awaiting HECA annual update in November 2008. |  Green |
| Review Affordable Warmth Strategy and develop an Energy Efficiency Strategy. COMPLETED HIGH | March 2007 | | Corporate Energy Efficiency Working Group has been formulated. Better Environment LSP Theme Group developed actions. An affordable Warmth Strategy has been developed between WEEAC, Bromsgrove DC and Redditch BC. | Completed  Green |
| Develop Home introduction packs 'How to run your home energy efficiently' and publicise energy efficiency advice centres. | March 2008 | | No longer considered to be necessary for BDC to produce as the Council's partner agency, WEEAC Energy Advice Centre have developed this literature. | |





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| MEDIUM COMPLETED | | | | Completed  Green |
| Proposed Outcome – Better support and assistance to older and vulnerable people in making home improvements and adaptations, Healthier and Safer homes. | | | | |
| Develop consultation process with Parish Councils to identify potentially vulnerable clients in rural areas. MEDIUM ONGOING | February 2007 | In house consultation completed by December 2006 | Presentation delivered to DC councillors Jan 07 Parish Roadshows completed at Romsley and Bentley Pauncefoot during Summer 07 – Blackwell and Lickey and Tutnal and Cobley planned for Nov/Dec 08. Otherwise supplemented by representations on Equalities and Diversity Forums which involve both DC and PC members. | Action achieved  Green |
| Make a minimum of three presentations per year to Parish Council's upon the role of the NW Care & Repair Service and Bromsgrove Lifeline in supporting older and vulnerable residents. MEDIUM | February 2007 | 2 completed by October 2006 | Parish Roadshows completed at Romsley and Bentley Pauncefoot during Summer 07 – Blackwell and Lickey and Tutnal and Cobley planned for autumn 08. | Action ongoing  Green |
| Collate statistics from Home Security Checks procedure when home visits carried out by NW Care & Repair Agency. LOW | Mar 2006 | Set up collection procedure from Care and Repair | NW C&R complete a 'Foundations' form recording a broad range of issues regarding home safety, access and condition when visiting clients. Copies of this information are forwarded to DC and retained as a record of the process in hand. | Ongoing  Green |
| Identify potential sources of emergency heating for development of a scheme to assist older and vulnerable people. MEDIUM | Dec 2006 | Liaison with the various interested agencies by Nov 2006 | Scheme considered to be not viable upon grounds of H&S and liability for maintenance and use of equipment lent to customers. Need has been replaced by ability to fast track Home Repairs Assistance grants to clients without heating. Grants have been processed with 24 hours for extreme cases. | April 07  Green |
| Introduce prioritisation of disabled facilities enquiries with County Council Social Services. COMPLETED | June 2006 | Finalise draft Code of Practice by April 2006 | Code of practice approved by Executive Cabinet and adopted by BDC – implementation awaiting adoption by Social Services and PCT. | Completed  Green |
| Review Council's Contractors List in line with | July 2006 | | Currently working with Procurement Officer to introduce a Contractor | Dec 08 |






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| procurement strategy. | | | Framework. Specification PQQ and advertisement completed. |  Amber |
| HIGH | | | | |
| Review and improve awareness of NW Care and Repair Service. | September 2006 | | Awareness improved. Full review after changes to current customer satisfaction form undertaken. Managing officer for Bromsgrove area recently changed. Countywide review of HIA being planned for late 2008 in partnership with Supporting People. Private Sector Team Leader raises awareness during Equality and Diversity meetings and Forum. Advertisement of all grants and role of agency to be delivered to all Bromsgrove residents in September 08. | September 07  Green |
| MEDIUM | | | | |
| Proposed Outcome – Increased access to private rented accommodation for the homeless, increased choice and increased support and assistance to landlords. | | | | |
| Consider development of a private leasing scheme. | April 2006 | Decision from ODPM on Countywide bid on Homelessness Innovation Bid | Completed – scheme developed for BDC following countywide bid for funding being unsuccessful – not implemented on grounds of VFM. | Completed  Green |
| COMPLETED | | | | |
| Encourage the availability of privately rented accommodation and bring empty homes back into use through an officer co-ordinated provision of a rent deposit scheme and discretionary empty homes grants. | April 06 onwards | Appointment of Private Sector Housing Innovations Officer | Achieved – Housing Initiative Officer in post – 8 dwellings assisted back into use in 06/07 and 19 in 07/08 – Pilot Rent Deposit and Spend To Save Scheme in place and running. Mapping exercise of town centre availability of potential for flats over shops is being carried out by Housing Initiatives Officer. | Completed  Green |
| COMPLETED | | | | |
| Investigate income/benefit implications of older people letting their home when entering nursing / residential homes. | March 2008 | | Initial action considered and identified as a barrier. Meeting now set up (12.9.08) with Emma Barton jointly employed by BDC and the PCT as our Health Improvement Practitioner to investigate potential to consider developing a letting scheme based upon offering licenses rather than tenancies to ensure that the properties are recoverable if the owner is able to return home at any point. |  Green |
| LOW | | | | |
| Continue to deliver Private Landlords Forum meetings and training events. | Continuous process of annual meetings. | Development of LL's Handbook. | Forum delivered in Nov 06 and again in January 08 – extremely well attended – with outcome of private tenancies being made available. Private Landlords Focus Group also developed – first meeting on 26 th | Continuing annual meetings |






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| HIGH | | | Feb 07 but not so well attended. Signed up to National Landlords Association which includes access to guidance and management standards for private renting. |  Green |
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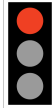

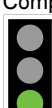
ACTION PLAN PRIORITY 3 – ADDRESSING HOMELESSNESS







| Action and Priority | Target Completion Date | Milestone | Progress upon implementation of action as at 31 st January 2007 | Revised Target for Completion |
|---|------------------------|-----------|--|-------------------------------|
| <p>KEY TARGET – To maintain zero usage of B&B for households which include dependent children or a pregnant woman and in an emergency not exceed occupation of 6 weeks. (Performance maintained with the exception of one case of a family with an 18 year old dependent in full time education who fell within definition)</p> <p>KEY TARGET – Reduce the use of temporary accommodation by 50% by 2010 (Performance at 31.12.06 = 23.15% reduction against 05/06 average, Oct 07 = 50 people in temp accom – continuing to reduce), March 2008 – Government target achieved 2 years in advance – down to 16 in temp accom)</p> <p>KEY TARGET – Maintain levels of rough sleeping in the zero - <10 category (Performance at 31.03.08 maintained at zero)</p> <p>KEY TARGET – Reduce homelessness and repeat homelessness through preventative action (Performance at 31.04.07 = 76 cases prevented from becoming homeless with 6 cases of repeat homelessness being received) (performance at 31.03.08 = 147 cases prevented during 07/08)</p> | | | | |





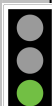
| Proposed Outcome – A well co-ordinated homelessness service matched to identified needs. | | | | |
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| Encourage greater involvement from all related agencies COMPLETED | Ongoing | Social Services and Probation Services actively involved in the Homelessness Steering Group | Homelessness Strategy Steering Group is now more representative. Some Adult Services and Probation actively involved. Improvements will be pursued through the Countywide Homelessness Strategy Review Group | Completed continuous process.  Green |
| Ensure links between relevant strategies HIGH | Ongoing | Corporate Plan, Community Safety Strategy, County Teenage Pregnancy and Paternity Strategy, Every Child Matters, Health | There is a need to review local actions after approval of the County Homelessness Strategy to ensure that BDC Homelessness Strategy reflects the objectives of other relating Strategies at a County and local level. A task and finish sub group of the Homelessness Strategy Steering Group has been identified to review the Council's Homelessness Strategy in line with Government guidance to ensure that strategic priorities of related strategies are taken into account. Countywide Homelessness Strategy approved by BDC in December 07) – County and local action plans supported by two officer groups. | Continuing to monitor  Green |
| Monitor and review progress of the Homelessness Service Improvement Group Action Plan – in improving accessibility and quality of services to the homeless. COMPLETED | Ongoing | Further review following AC Inspection. | Completed and action now amalgamated into Homelessness Strategic Housing Action Plan. Housing Service Liaison Meetings resurrected to consider ongoing service improvements. Resulted in good recognition by Audit Commission and improved rating at Re-Inspection in Feb 2008. | Completed  Green |
| Review Quota Arrangements with Mental Health, Learning Disabilities, NCH Aftercare, Fry Trust and Bromford Housing Group. COMPLETED | January 2006 | New Quota Arrangements in place by January 2006 | Quota arrangements discussed and requirement for more units identified. This now needs to be formalised so that unused quota allocations can be offered over to other agencies. Needs adjusting to meet needs. Lack of take up from learning disabilities – scope to transfer allocs to another group if BDHT are agreeable. Learning Disabilities Manager is working with BDHT to identify shared housing for those with learning disabilities. Those moving out of supported accommodation are given priority under the new Choice Based Lettings policy. | Action to review completed but further progress re implementation of revised quotas remains a continuing objective.  Green |
| Consider the introduction of a contingency plan for emergencies – i.e. mortgage rescue scheme/ buy backs on a shared ownership basis. | March 2007 | Results of Worcestershire Enabling Officers Research | Consideration has taken place but progress not actioned as the perceived need has not materialised. However with rising interest rates it remains a long term objective to develop a scheme. Private schemes have been investigated in partnership with Redditch but dismissed by both authorities as not in the interest of clients. | Consideration carried out within target date set, but action needs to be ongoing in order to meet changing needs and demand. |







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| MEDIUM | | | County Enabling Group is reviewing opportunities through RSL's. Remaining under consideration of the Strategic Housing and Principal RSL Partner Group for further consideration if repossession figures deteriorate. |  Green |
| HIGH | On going | Consideration given to Section 17 for all homelessness initiatives. | JD Risk assessed Spend to Save and Rent Deposit in accordance with Community Safety Guidance. BDHT assessed new Homelessness Support and Visiting officer schemes. Police assessed Sanctuary Scheme |  Green |
| HIGH | On going | Tap into resources of organisations who can offer quality services and value for money | New rent deposit scheme for substance misusers in place from Dec 06 (County) New home visiting prevention officer joint funded by BDHT from March 07. Working with Local private funder to identify suitable project for young homeless for them to invest in – Have taken to visit Foyer schemes at Hereford and Ross. Continues to develop through Homelessness Steering Group. | Continuous process  Green |
| HIGH | On going | Consider the needs of older people in any new developments | - Extra Care Housing Scheme is to provide move on for rent and shared ownership (to free up lower priced private houses to become available) 8 new two bed bungalows at Morris Walk and Gilbert Rd & 4 planned for Houseman Cl to be more attractive option. Under occupation given priority status in new Choice Based Lettings Policy. Joint working underway with BDHT to identify extent of under occupation and develop incentive scheme. | Continuous process  Green |
| MEDIUM | Dec 2006 | Scheme to be in place by Dec 2006 | Private Sector Leasing Scheme explored and fully developed. Report submitted to Cabinet Nov 06 and rejected on grounds of VFM. Town Centre empty property mapping exercise underway – results will inform need to revise incentive grants to private landlords. | Completed  Green |
| Introduce home visits for homelessness as a prevention tool | Dec 2006 | Allocate more resources | Approval for joint funding of home visiting post by BDC/BDHT achieved – new service role commenced April 2007 | |






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| COMPLETED | | towards prevention work. | Helped impact upon increasing prevention and reduce numbers occupying temporary accommodation. | Completed  Green |
| Develop a referral protocol between BDHT and CAB for homeless applicants. COMPLETED | Apr 2006 | Improved working relationship and customer service. | Referral protocol developed Feb 07 | Completed  Green |
| Work with agencies to carry out a count of Rough Sleepers in the District COMPLETED | April 2006 | Rough sleeper count carried out by March 2006 | As we do not have a problem with rough sleeping DCLG advised a hot spot count. We asked for partners to notify us of hot spots. None were identified. Hot spot count deemed not necessary but will be reviewed annually. | Completed  Green |
| Consider the introduction of a Spend to Save Scheme COMPLETED | April 2006 | Opportunities for more innovative approach to prevent homelessness | Bid for revenue funding rejected January 2006. Alternative funding source identified for pilot Jan – Mar 2007 Scheme detail and policy approved by Cabinet Full scheme approval given for 07/08. Continuing to operate in 08/09. | Completed  Green |
| Proposed Outcome – Improved assistance to the homeless, reduced homeless applications, more people prevented from becoming homeless. | | | | |
| Introduce mediation service for young homeless COMPLETED | April 2006 | Mediation service available by Apr 2005 | Countywide pilot mediation service was introduced 1 st November 2005 with BDC committing funding towards the service. However only 5 people benefited during the six month pilot and concerns about accessibility, value for money and conflicting priorities led to the Council discontinuing its support for the service. Two BYHF staff were trained to carry out mediation. One has now moved to BDHT. BDHT therefore investigating possibility of developing mediation within their service. CLG funding now allocated to County Relate Mediation Service that has been operational since 1 st September 2007. | Completed  Green |
| Consider potential to develop a floating support/preventative service to compliment existing services. | Sept 2006 | Scheme proposals to Supporting People by Apr 2006 | New Support and Preventative service running from Jan 07 joint funded BDC/BDHT/SP | |







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| COMPLETED | | | | Completed  Green |
| Develop a better working relationship with Housing Benefit Departments to 'Fast Track' urgent housing benefit claims COMPLETED | Nov 2005 | Training of BDHT/BYHF staff to enable fast tracking of claims where arrears pose a threat to tenancy sustainment. | Improved working relationship between Housing Benefit and agencies has been achieved. Improvements in processing housing benefit claims achieved. Training of BYHF and BDHT staff 21 st Oct 2005 <ul style="list-style-type: none"> • BDHT regular meetings with Housing Benefit • HB Welfare Officer appointed for new claims • Fast Tracking for Hostel Apps. | Completed  Green |
| Introduce mentoring/befriending service for young homeless people MEDIUM | Nov 2006 | Help young people integrate into their communities and sustain their tenancies. | BYHF have received Big Lottery Funding which includes researching and developing a peer mentoring scheme. After Care have recently recruited 3 mentors who will be supporting care leavers. |  Amber |
| Encourage the take up of 'Care to Learn' courses for teenage parents LOW | On going | More teenage parents continuing with their education and able to stay with parents | Strategic Housing Officer attended the County Homelessness Officers Group on 27 th July to raise awareness of Care to Learn Scheme. Charford Multi Agency Resource Centre offer access to education / training and child care which could explain lack of take up for the District. | Ongoing  Red |
| Work with Redditch and Bromsgrove PCT to develop health professionals awareness of homelessness and means of referral HIGH | Jan 2006 | Better health provision for homeless people or people at risk of homelessness. | Centrepont have now made contact with PCT and are training their contact to raise awareness with GP's and other health professionals. The County Homelessness Officers Group have developed a Hospital Discharge protocol. Approval anticipated by March 07. | April 08  Amber |
| Co-ordinate health professional contact with Homelessness Service through the development of a protocol for liaison and referral between health professionals and homelessness services COMPLETED | Feb 2006 | Improved awareness of homelessness services and referrals made to appropriate agency. | Protocol developed. | Completed  Green |
| Hold theatre and workshop events to raise awareness of homeless issues and dispel the | Sept 2005 | Improved awareness of | Achieved | Completed |




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| myths of housing availability. COMPLETED | | homelessness issues of young people. | |  Green |
| Proposed Outcome – Increased supply, choice of affordable housing for homeless households. | | | | |
| Carry out a review of BDHT sheltered housing to establish whether it still meets the needs of the elderly – if not, consider change of use to temporary accommodation for homeless. COMPLETED | Dec 2006 | More homelessness units available. | BDHT have carried out a review of sheltered housing but have been unable to identify any major potential for conversion to Temp Accom. | Completed  Green |
| Research models of good practice for the provision of a rent deposit scheme for people over 25years. COMPLETED | Dec 2006 | Increased number of units of accommodation available for homeless people. | Research carried out by Housing Initiatives Officer. 'Step Up 'Private tenancy scheme for over 25's available from 1 st Jan 07 | Completed  Green |
| Continue to support and develop the existing Private Tenancy Scheme run by BYHF COMPLETED | On going | Increased number of landlords offering more units for young homeless people. | Additional funding from CLG secured to increase officer time from part time to full time. Future years funding will depend on the availability of Homelessness Grant | Completed  Green |
| Review Hostel Washing and Cooking Facilities Recommend Removal of this action due to Hostel Decommissioning | April 2006 | Consultation Event November 2005 | Washer/tumble dryers provided in all hostels. Other work on hold due to phased Hostel decommissioning strategy. Wythall Hostel decommissioned Sept 06 | Completed  Green |
| Consider improving standard of facilities in hostels to one of three standards. 1. Wash hand basins in all rooms. 2. What hand basin and private WC in each room. 3. Full ensuite facilities for rooms Recommend Removal of this action due to Hostel Decommissioning | April 2006 | Progress on de-commissioning hostels. | Work on hold due to phased Hostel decommissioning strategy. Wythall Hostel decommissioned Sept 06 | Action superseded by de-commissioning.  Green |
| Continue Programme of providing more self | March 2008 | Consultation | BDC grant funding made available for the purchase of 4 Buy Backs | On target |

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| contained independent temporary accommodation for homeless with a view to decommissioning some/all hostels. HIGH | | Event Nov 2005. | 05/06.COMPLETED. Funding for another buy back scheme (3 units 06/07) made available 06/07 – BDHT to match. |  Green |
| Review the lack of specialist accommodation for young people only with a view to providing more intensive support, on site support and training COMPLETED | May 2006 | Consideration by Hostel De-commissioning Group. | Liaison taken place with Wyre Forest Community Housing and Supporting People in identifying needs with a view to developing a North Worcestershire Support Service For Younger People which includes Foyer Schemes in Bromsgrove and Kidderminster. West Mercia Housing Group have developed plans and gained Housing Corp funding to progress to a planning application. Three Public consultation events have taken place. | Action completed and developing into plans to deliver scheme.  Green |
| Identify the needs of people with learning disabilities by working with Adult Services COMPLETED | Aug 2006 | More housing options and suitable accommodation available for this client group. | Strategic Housing attend the Learning Disabilities Housing Sub Group and proactively working with Shane Lennon to identify opportunities. A Learning Disabilities Road show was held in April 07 to encourage more private and RSL landlords to work with client group and also to raise awareness of housing options for those with learning disabilities and their families. | Completed  Green |
| Identify empty properties and liaise with owners to bring back into use. COMPLETED | April 2006 | Recruitment of Housing Initiatives Officer by April 2006 | New Housing Initiatives Officer in post from June 06. Performance improving. Have identified all empty properties in the district by using Council Tax records. Have contributed towards 8 properties being brought back into use. | Completed Continuous process  Green |
| BDHT to continue to work in partnership with BDC to increase the number of properties available as temporary accommodation for homeless families Recommend Removal of this action due to new CLG target to reduce the use of temporary accommodation by 50% by 2010 | On going | Reduced reliance on hostel accommodation and reduction in time spent in a hostel. | This is no longer a desirable target as we are striving to reduce the use of Temp Accom by 50% by 2010. Increased through Buy backs with BDHT but ceasing project as aim is to reduce use of TA. | Completed  Green |
| Proposed Outcome – A more accessible, customer focused homelessness service available to all people experiencing homelessness. | | | | |
| Improve and develop the Council's relationship with Private Landlords, explore landlord accreditation scheme and develop landlord handbook. | On going | Landlords Handbook to be produced by April 2006 | Relationship with private sector is very good, maintained through regular mail shots, landlord forums and letting agents liaison meetings. Has been improved with the high take up of Step Up Private Tenancy Scheme. Development of handbook has been considered. Decided to use resource developed by NLA which offers thorough, current and | December 2007 |

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| | | | in-depth information for landlords. BDC joined NLA in Feb 08. Private Landlord guide has been developed to make landlords aware of their legal responsibilities when letting out properties. |  Green |
| <p>Produce a leaflet specifically for young people leaving home, setting out housing issues that they need to be aware of.</p> <p>COMPLETED</p> | April 2006 | Leaflet to be produced by April 2006 so that young people can make informed choices about their housing options. | Leaflet designed and distributed to partner agencies. | <p>Completed</p>  Green |
| <p>Only use B&B accommodation in emergencies or where hostel placement inappropriate</p> <p>COMPLETED</p> | On going | Improved performance in BVPI 183a | <p>Increased dispersed self contained units of TA made available. Increased prevention activity from Jan 2007 with new floating support and home visiting services.</p> <p>BDHT have successfully avoided the use of B&B so far this year.</p> | <p>Completed</p> <p>Continuous objective</p>  Green |
| <p>BYHF/BDHT to become verifiers for Housing Benefit</p> <p>Recommend removal of this action as the recruitment of a specialist housing benefit welfare officer has negated the need for this.</p> | April 2007 | Meeting with Housing Benefit Manager during October 2005 to progress. | Fully explored with Housing Benefits manager. No longer appropriate due to the recruitment of a HB welfare officer who will carry out home visits. | <p>Achieved</p>  Green |
| <p>Consider the use of text messaging for keeping young homeless people informed of progress on their application.</p> <p>COMPLETED</p> | April 2006 | Improved communication between BDHT and young homeless people | BDHT are now able use text messaging to contact young people. | <p>Completed</p>  Green |
| <p>Produce Hostel advice packs with local info i.e.: doctors, schools, post office, and bus service. In liaison with BYHF who already produce some information</p> <p>COMPLETED</p> | April 2006 | Improved service and customer satisfaction. | Achieved Jan 2006 | <p>Completed</p>  Green |

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| <p>Research needs for an outreach worker for people with mental health difficulties</p> <p>HIGH</p> | April 2006 | Mental Health manager to attend Homelessness Steering Group meeting by Jan 2006 | Not yet achieved. A housing strategy for those with mental health issues that was being developed by the Mental Health Manager, Adult Services but is still in draft form. Strategic Housing Team are working with Supporting People and Mental Health Teams to identify needs | <p>July 2008</p>  <p>Amber</p> |
| <p>Research health needs of homeless households and their ability to access health services</p> <p>HIGH</p> | June 2006 | An assessment of the issues by April 2006 | <p>Research into accessibility of health service not achieved.</p> <p>Menu cards have been developed to promote healthy eating through Health and Wellbeing Group.</p> |  <p>Red</p> |
| <p>Consider introducing a Sanctuary Scheme for those suffering from Domestic Violence so that they can choose to stay at home.</p> <p>COMPLETED</p> | April 2006 | Review options by Dec 2005 | <p>Funding for scheme in 06/07 turned down. Pilot scheme developed through CLG grant and match funding from RSL's.</p> <p>First Sanctuary Scheme adaptation completed Feb 07. Commended by Police. CLG Homelessness grant made available to fund the scheme.</p> | <p>Completed</p>  <p>Green</p> |
| Proposed Outcome – A continually improving homelessness service that is based on good practice. | | | | |
| <p>Monitor and Review the service provided by CAB/BDHT</p> <p>COMPLETED</p> | Quarterly Outcomes report Quality sample testing on CAB | Monitoring and customer satisfaction data. | <p>Enhanced monthly and quarterly performance reporting now in place from CAB and BDHT.</p> <p>Customer Satisfaction surveys being formulated following SNAP training by Strategic Housing Staff.</p> <p>CAB service reviewed and re-structured to deliver a more targeted specialist service within the Housing Advice remit. SLA being reviewed to reflect change.</p> <p>BDHT SLA to be reviewed 6 months following the implementation of CBL.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Monitor and review the 16/17 joint protocol</p> <p>COMPLETED</p> | Annually | | 16/17 joint protocol reviewed and approved Nov 06 | <p>Completed</p>  <p>Green</p> |
| <p>Monitor BDHT's performance in processing Homelessness applications</p> | Quarterly monitoring and | Ensure that at least 97% of | Quarterly monitoring in place. | |

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| COMPLETED | quality testing | applications are processed within 33 days | | Completed  Green |
| COMPLETED | Quarterly Outcomes reports. | Reduced homelessness | CAB report on number of customers accessing the housing advice and debt prevention service. New prevention services have been recently introduced and more mechanisms for monitoring outcomes are to be developed. Funding for the purchase of a Homelessness software module has been identified and module, which will be used to log and monitor preventions as well as homeless applications and temporary accommodation, should be in place by Jan 08. | Completed Continuous process  Green |
| COMPLETED | Quarterly | Better understanding of Homelessness | Quarterly reports supplied by CAB and BDHT | Completed Continuous process  Green |
| COMPLETED | Quarterly | Improved service | In place since April 06 | Completed  Green |
| COMPLETED | Quarterly | Identify use of the service and whether it is reflective of Bromsgrove Districts' community profile. | Undertaken Since April 06 | Completed  Green |
| COMPLETED | Annually | Raising awareness of homelessness issues/successes with Members | Reports to be made to PMB First report April 2007 | Completed Continuous action  Green |

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| Benchmarking of homelessness services – Cost and quality. COMPLETED | On going | Benchmarking with Worcestershire authorities. | Benchmarking carried out Aug 06 – Compatibility of data is questionable – further work required. | Completed  Green |
| Review the success of parenting courses COMPLETED | April 2006 | Review parenting course and whether we want them to continue. | Charford Multi Agency Resource Centre found that it was difficult to find staff with the appropriate expertise to run the course and decided not to bid for funding in 2006/7. | Completed  Green |
| Continue to review the provision for Teenage Parents MEDIUM | On going | Attend County Teenage Paternity and Pregnancy Group | New monitoring form and questionnaire developed for data collection. BDHT gathering data to substantiate need – liaison will then take place with Supporting People. |  Amber |





ACTION PLAN PRIORITY 4 – ASSISTING VULNERABLE GROUPS TO LIVE INDEPENDENTLY






| Action and Priority | Target Completion Date | Milestone | Progress upon implementation of action as at 31 st January 2007 | Revised Target for Completion |
|---------------------|------------------------|-----------|--|-------------------------------|
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KEY TARGET - Provision of 92 units of Extra Care Housing during lifetime of the Strategy. (October 07 – Started on site)

KEY TARGET – To contribute to other organisations strategies including reducing domestic violence, reducing hospital admissions due to falls, assisting to speed up hospital discharge and reduce crime and disorder,

Proposed Outcome – Improved independence and health & wellbeing of the community through the provision of more appropriate supported housing solutions for people with particular needs.

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| <p>Jointly commission an Extra Care Housing Scheme including Respite and Intermediate care facilities. (27 new units and remodelling of 65 existing dwellings)</p> <p>HIGH</p> <p>COMPLETED</p> | <p>April 2008</p> | <p>Approval of Government funding. Approval of Hsg Corp funding.</p> | <p>Housing Corporation bid for funding approved (£1.9m) County Council Revenue commitment confirmed. Preferred developer appointed by BDHT. Design Working Group set up and meeting</p> <p>Scheme started on site October 2007. Due for completion Autumn 08.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Support and encourage inclusion of 'Lifetime Home Standards' in all new affordable housing developments.</p> <p>MEDIUM</p> | <p>Ongoing</p> | | <p>Delivered in all new build AH schemes funded Hsg Corp.</p> <p>To be considered within developing SPD for affordable housing.</p> | <p>Continuous objective.</p>  <p>Green</p> |
| <p>Work in partnership to develop a method of assessing and addressing the needs of migrant and traveller communities.</p> <p>HIGH</p> | <p>Dec 2006</p> | <p>SHMA Housing Needs Survey / consultancy results.</p> | <p>Gypsy & Traveller housing needs assessment being carried out as extension of SHMA housing market assessment work during 07/08. Funding contribution budget approved by BDC.</p> <p>Survey completed January 2008</p> | <p>Action achieved</p>  <p>Green</p> |
| <p>Carry out an options assessment upon the Travellers Caravan Site and consider proposals for housing of older migrant and Travellers communities.</p> <p>MEDIUM</p> <p>COMPLETED</p> | <p>July 2006</p> | <p>Availability of Housing Corporation grant for new provision.</p> | <p>Discussion have taken place with Stoneham HA and Rooftop HA with regard to re-modelling of Transit Site pitches to provide amenity blocks an caravan access ramps for older and disabled G&T occupants. Expression of interest made to CLG for</p> <p>Options report made to Cabinet in June 2008.</p> | <p>Completed</p>  <p>Green</p> |
| <p>Continue to work with the County Supporting People Partnership to:</p> <ul style="list-style-type: none"> Deliver services that improve | <p>Ongoing</p> | <p>Approval of Supporting People 5 Year Strategy</p> | <p>Supporting People 5 Year Strategy approved by Executive Cabinet February 2006.</p> <p>Strategic Housing Manager now member of SP Commissioning Group.</p> | <p>Continuous process</p> |

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| <p>independence and quality of life, prevent homelessness and make communities safer.</p> <ul style="list-style-type: none"> Review and commission schemes to ensure strategically planned, good quality and cost effective services prevail. <p>HIGH</p> | | | <p>Strategic Housing staff involved in SP Strategic Reviews.</p> |  <p>Green</p> |
| <p>Proposed outcome – Improved independence, health & wellbeing – improved home safety and security – reduced admissions and reduced delay in leaving hospital.</p> | | | | |
| <p>Support North Worcestershire Care & Repair Service to develop a wider range of low level support services including:</p> <ul style="list-style-type: none"> Home Security Survey for clients. Hospital Discharge Scheme. Emergency heating facility for vulnerable people <p>MEDIUM</p> | <p>April 2007</p> | | <ul style="list-style-type: none"> Home Security Surveys adopted and in place. Hospital Discharge Scheme under development – delayed to encompass existing schemes in operation by Age Concern etc. Locally proposed idea for a scheme has been taken up by Private Sector Housing Officers Group for formulation of a Countywide Scheme that will prove more cost effective. HIA service to Worcestershire to be reviewed (autumn / winter 08) to encompass Government Strategy for Older People. | <ul style="list-style-type: none"> Completed  <p>Green</p> <ul style="list-style-type: none"> December 2007  <p>Amber</p> <p>Amber</p>  <ul style="list-style-type: none"> April 08 |
| <p>Work with Bromsgrove Lifeline and the Worcestershire Telecare Group to promote the alarm service and develop schemes to help people remain independent in their home.</p> <p>MEDIUM</p> | <p>Ongoing</p> | <p>Success of Countywide bid for Government funding.</p> | <p>Ongoing promotion of Lifeline to housing providers where opportunities arise. Included in Strategic Housing Roadshow presentations to PCs.</p> <p>Cabinet to consider adoption of County Telecare Strategy in October 08.</p> |  <p>Green</p> |
| <p>Proposed Outcome – Reduced occurrence in domestic violence, safer environment and increased choice.</p> | | | | |
| <p>Develop proposals for a Sanctuary Scheme for Domestic Violence.</p> | <p>April 2006</p> | <p>Council approval.</p> | <p>Budget request denied for 06/07. Budget submitted for 07/08 and awaiting member consideration.</p> <p>Limited scheme enabled using slippage in homelessness prevention funding and match funding offered by BDHT – First installation completed Feb 07. Success commended by Police. Ongoing budget</p> | <p>Action to develop scheme achieved but limited implementation ability due to financial constraints.</p> |


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| MEDIUM | | | provision. |  Green |
| Proposed outcome – More choice, more sustainable rural communities. | | | | |
| Meet local rural housing needs for older people by incorporating appropriate dwellings in new build. MEDIUM | Ongoing | Housing needs survey results. Housing Corp Grant. Planning permission. | Needs of older people identified in 2 out of 5 rural housing needs surveys (Alvechurch and Beoley). Negotiations for site acquisition reflect the need for partial provision for older people. Bromsgrove Housing Market Assessment and Older persons Housing Needs Survey will inform the process. | Progressing  Green |
| Proposed outcome – Better use of existing housing stock by freeing up family accommodation – More choice of appropriate housing solutions for older people. | | | | |
| Consider 2 bedroom bungalow accommodation and Shared ownership options for older people in RSL development to promote early move on. HIGH | Ongoing | | 8 two bedroom bungalows currently constructed 06/07 and a further 4 are planned on land to be conveyed to BDHT by the Council. Older peoples consultation group being formulated (from March 07) by BDHT to consider aspirations of under occupying tenants to encourage move on to free up family homes. Consideration being given to loft conversions / conservatory extensions etc to enhance suitability of existing older people's bungalows in BDHT stock. | Continuous inclusion where appropriate.  Green |






Performance 30 months into the 5 year Strategy


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| Red | 8 | 7.1% |
| Amber | 11 | 9.7% |
| Green | 27 | 23.9% |
| Green & Completed | 67 | 59.30% |
| TOTAL | 113 | 100% |

ADDITIONAL STRATEGIC ACTIONS DEVELOPED IN JUNE 2007.


ACTION PLAN - PRIORITY 1. - ADDRESSING THE SHORTAGE OF AFFORDABLE HOUSING








| Action and Priority | Target Completion Date | Milestone | Progress on additional actions developed in June 2007 | Cross Ref with BVPI |
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| <p>KEY TARGET - With the support of BDHT and other partner RSLs', achieve delivery of 400 additional units of affordable housing over the 5 year period of the Strategy. (This target will be subject to review following consultation upon the SPD – Affordable Housing and the outcome of the Government's Review of the Regional Spatial Strategy)) (Performance in 05/06 = 75 additional affordable housing units, Performance for 06/07 is projected to be a minimum of 70 additional units delivered and an additional 41 units under construction).</p> | | | | |
| <p>PSA 5 – To achieve a better balance between housing availability and the demand for housing, whilst protecting the countryside and Green Belt.</p> | | | | |
| Proposed Outcome - Increased delivery of affordable housing through Planning Gain. | | | | |
| Proposed Outcome – A balanced housing market – appropriate supply of affordable housing – reduced backlog of unmet need. | | | | |
| Proposed Outcome – Empty homes brought back into use and private sector renting made more accessible. | | | | |
| <p>Develop clear written guidance to support the planning function on type, quality and standard of affordable and other social housing being developed in the district.</p> <p>HIGH</p> | December 2007 | Housing Strategy Steering Group developing guidance in advance of LDF process. | <p>"The publication of the Affordable Housing and Managing Housing policies has been put on hold due to the phased revision of the Regional Spatial Strategy (RSS) to allocate district targets for housing provision between 2001 – 2026. The process has been further delayed by a further review of the RSS and outcome is unlikely to be known until October / Nov 2008. A draft SPD has been formulated but cannot be completed until the outcome of this review process is known in terms of the required level of provision. Upon completion the planning policy section will complete the new strategies to deliver the required amount of housing with a substantial element of new Affordable housing."</p> <p>The Strategic Housing Manager has chaired a group of Countywide Enabling Officers in formulating a framework and developing cross boundary consensus upon appropriate elements of an Affordable Housing SPD.</p> | <p>Nov 2008</p>  <p>Red</p> |



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| <p>Submit bid to Council for revenue support funding for CBL from 2008 / 9 onwards</p> <p>COMPLETED</p> | <p>October 2007</p> | | <p>Budget submitted and approved</p> |  <p>Green</p> |
| <p>Enable a Foyer / Younger persons scheme for N.Worcestershire</p> <p>HIGH</p> | <p>March 2010</p> | <p>Establish an Officer / Member steering group for North Worcestershire by October 2007</p> | <p>Steering group formulated and WM Housing Group appointed as RSL developer. FAP submission to Hsg Corp for New Rd Site.</p> <p>Scheme being enabled by West Mercia Housing Group – currently pending planning application and permission.</p> |  <p>Green</p> |
| <p>Develop a pilot Nightstop Scheme under the existing Spend To save Budget.</p> <p>COMPLETED</p> | <p>November 2007</p> | | <p>COMPLETED</p> |  <p>Green</p> |
| <p>Investigate Countywide proposals for a YMCA Younger Persons Scheme.</p> <p>MEDIUM</p> | <p>December 2007</p> | <p>Visit Mendip Scheme</p> | <p>Supereceded by progress upon Foyer Scheme.</p> |  <p>Green</p> |
| <p>Review outcome benefits of Year 1 of Relate Mediation Service</p> <p>HIGH</p> | <p>September 2008</p> | <p>Training of officers upon referral process by Oct 07</p> | <p>Sample currently too small</p> | <p>Green</p> |
| <p>Develop formalisation of joint monitoring arrangements of Homelessness temp accom move on scheme with BDHT.</p> <p>HIGH</p> | <p>October 2007</p> | | <p>Completed and operational. Resulted in meeting government target for reduced numbers in temporary accommodation.</p> |  <p>Green</p> |

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| <p>Submit a revenue bid for funding to support an Under Occupation Officer to address best use of Private and RSL stock and promote move on.</p> <p>HIGH</p> | <p>November 2007</p> | | <p>Submitted but not approved. Scheme being funded through CLG Homelessness Grant and negotiation with BDHT under SLA.</p> |  <p>Green</p> |
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ACTION PLAN PRIORITY 2 – IMPROVING THE QUALITY AND AVAILABILITY OF PRIVATE SECTOR HOUSING







| Action and Priority | Target Completion Date | Milestone | Progress additional actions developed in June 2007 | Revised Target for Completion |
|---|------------------------|-----------|--|--|
| <p>KEY TARGET - To increase housing energy efficiency by 30% from 1996 – 2010 (Performance = 04/05 – 20.69%, 05/06 – 22.68%)</p> | | | | |
| <p>KEY TARGET – To increase the proportion of vulnerable households achieving Decent Homes Standard to in excess of 70% by 2010. (Performance = 80.3% 04/05)</p> | | | | |
| <p>KEY TARGET – To return a minimum of 3 private sector dwellings into occupation each year as a result of action by the Local Authority. (Performance for 06/07 currently 8 units)</p> | | | | |
| <p>PSA 7 – For vulnerable households in the private sector, including families with children, increase the proportion that live in homes that are in a decent condition. (Performance = 80.3% 04/05)</p> | | | | |
| <p>Proposed Outcome – Sustained long term ‘Decent’ housing conditions, improved quality of privately rented accommodation, higher standards for healthier and safer homes.</p> | | | | |
| <p>Review Empty Homes Strategy and refer to LSP for consultation.</p> <p>HIGH</p> <p>COMPLETED</p> | <p>December 2007</p> | | <p>Reviewed and an addendum to Housing Strategy Document now in place.</p> |  <p>Green</p> |


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| Review progress on commissioning countywide mapping of housing conditions surveys / BRE data by BRE/CPC. MEDIUM | November 2007 | | Reviewed and countywide approach to unified update of condition surveys agreed. |  Green |
| Agree date for future countywide coordinated survey of housing conditions. HIGH | March 2008 | | Budget approved and specification for Countywide update of condition surveys formulated. Awaiting countywide commissioning. |  Amber |
| Investigate the cost / benefits of commissioning a thermal imaging survey of the District to identify the focus for energy efficiency investment. MEDIUM | March 2008 | | Costs identified to be in region of £11,000 – subject to budget submission in 09/10. Would benefit investment targeting but WEEAC home energy efficiency questionnaires currently providing an indication. |  Green |
| Develop Private Sector leasing / Flats over shops with RSL MEDIUM | December 2007 | | Introduced BDHT to private landlord and property with potential – but outcome of appraisal proved non viable. Town centre mapping exercise of empty property underway. |  Amber |
| Develop flats over shops opportunities by reviewing conditions relating to Disc Empty Homes Grant to be free of nomination requirements – use of grant without nomination rights MEDIUM | April 2008 | Cabinet consideration December 2007 | No progress as now pending outcome of town centre empty homes mapping exercise which will guide potential for involvement of RSLs or identify potential for private flats over shops schemes if level of grant increased. | December 09  Amber |
| Re – advertise Legal requirement Re licensing of HMO's - Amnesty HIGH | November 2007 | | Advertisement has been written and CAB approached for joint circulation – awaiting legal clearance and information from HB on landlords in district. | March 09  Amber |
| Proposed Outcome – Better support and assistance to older and vulnerable people in making home improvements and adaptations, Healthier and Safer homes. | | | | |
| Introduce new procurement procedures for DFG and Disc grant implementation. HIGH | January 2008 | Specification for tender process by August 2007 | Advertisement of framework contract in place following development of specification and PQQ. |  |

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| Train BDC and BDHT housing staff upon the PCT Affordable Warmth Scheme. MEDIUM | October 2007 | | Delayed due to staff vacancy. BDC and C&R staff now trained , BDHT staff being dealt with under action plan for Affordable Warmth Strategy provided by WEEAC and PCT. | Amber  Green |
| Review progress against introduction of Model Standards in Licence for Caravan Sites and present report to Executive Cabinet. LOW COMPLETED | December 2007 | Consultation with owners by Nov 07 | Process was delayed by staff vacancy but now completed and report to Exective Cabinet in September 2008 |  Green |


ACTION PLAN PRIORITY 3 – ADDRESSING HOMELESSNESS




| Action and Priority | Target Completion Date | Milestone | Progress additional actions developed in June 2007 | Revised Target for Completion |
|--|------------------------|-----------|--|---|
| <p>KEY TARGET – To maintain zero usage of B&B for households which include dependent children or a pregnant woman and in an emergency not exceed occupation of 6 weeks. (Performance maintained with the exception of one case of a family with an 18 year old dependent in full time education who fell within definition)</p> <p>KEY TARGET – Reduce the use of temporary accommodation by 50% by 2010 (Performance at 31.12.06 = 23.15% reduction against 05/06 average),</p> <p>KEY TARGET – Maintain levels of rough sleeping in the zero - <10 category (Performance at 31.12.06 maintained at zero)</p> <p>KEY TARGET – Reduce homelessness and repeat homelessness through preventative action (Performance at 31.12.06 = 52 cases prevented from becoming homeless with 4 cases of repeat homelessness being received)</p> | | | | |
| Proposed Outcome – A well co-ordinated homelessness service matched to identified needs. | | | | |
| Proposed Outcome – Improved assistance to the homeless, reduced homeless applications, more people prevented from becoming homeless. | | | | |
| Proposed Outcome – Increased supply, choice of affordable housing for homeless households. | | | | |
| Proposed Outcome – A more accessible, customer focused homelessness service available to all people experiencing homelessness. | | | | |
| Submit revenue bid for consultancy to carry out review Housing of Agency Agreement following implementation of CBL. Review to commence by October 2008. | November 2007 | | Bid submitted but ranked as Low. |  |

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| MEDIUM | | | | Green |
| COMPLETED | | | | |
| Investigate Homelessness Education Package in partnership with BDHT and BYHF LOW | December 2007 | | Programme agreed and currently submitting project proposal for part funding through 'Extended Schools' |  Green |
| Achieve ongoing reduction in temp accom through monitoring of BDHT units used for temp accom and those reviewed / made permanent. HIGH | Ongoing Quarterly review. | | Reduced to 16 in temp accom at March 08 and 13 at June 08. Achieved Govt target (34) 2 years ahead of requirement. |  Green |
| Submit budget bids for: Baseline Service Sanctuary Scheme development COMPLETED | November 2007 | | Baseline not necessary as successful with Lottery Bid. Sanctuary Scheme bid submitted but ranked low and not approved. Part funding through CLG Homelessness Grant. |  Green |
| Achieve 10 buy backs – provision of temp self contained housing by BDHT. HIGH | March 2008. | | All 10 completed. |  Green |
| Implement annual Independent audit of incidents of homelessness prevented by services cared out by CAB, BDHT and Baseline. COMPLETED | October 2007 | | Audit completed by Guy Wardle – Independent Homelessness Consultant. In 2007 and 2008. |  Green |
| Develop procedures and processes for homelessness related activities outsources to BDHT. HIGH | December 2007 | Procedure relating to the review of homelessness decisions following appeal. Procedure for the review of the offer of permanent accommodation | |  Green and Completed |

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| | | <p>following appeal.</p> <p>Procedure documenting the full assessment and referral process from homelessness application through to offer of temporary accommodation.</p> | |  <p>Green and Completed</p> |
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ACTION PLAN PRIORITY 4 – ASSISTING VULNERABLE GROUPS TO LIVE INDEPENDENTLY

| Action and Priority | Target Completion Date | Milestone | Progress additional actions developed in June 2007 | Revised Target for Completion I |
|---|------------------------|-----------|---|---|
| <p>KEY TARGET - Provision of 92 units of Extra Care Housing during lifetime of the Strategy.</p> <p>KEY TARGET – To contribute to other organisations strategies including reducing domestic violence, reducing hospital admissions due to falls, assisting to speed up hospital discharge and reduce crime and disorder,</p> | | | | |
| <p>Proposed Outcome – Improved independence and health & wellbeing of the community through the provision of more appropriate supported housing solutions for people with particular needs.</p> | | | | |
| <p>Proposed outcome – Improved independence, health & wellbeing – improved home safety and security – reduced admissions and reduced delay in leaving hospital.</p> | | | | |
| <p>Proposed outcome – Better use of existing housing stock by freeing up family accommodation – More choice of appropriate housing solutions for older people.</p> | | | | |
| <p>Gypsy and Traveller site review of options for Houndsfield Lane Site.</p> <p>MEDIUM</p> | <p>December 2007</p> | | <p>Discussion have taken place with Stoneham HA and Rooftop HA with regard to re-modelling of Transit Site pitches to provide amenity blocks an caravan access ramps for older and disabled G&T occupants. Expression of interest made to CLG for funding</p> <p>Options report made to Cabinet in June 2008.</p> | <p>ongoing</p>  <p>Green</p> |

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| <p>Consider outcome of Gypsy and Traveller review of needs in District.</p> <p>HIGH</p> | <p>March 2008</p> | | <p>Results considered in options report made to Executive Cabinet in June 2008 – nil current requirement – 4 units over next 5 years.</p> |  Green |
| <p>Develop a policy to address the accessibility and support needs of vulnerable client groups accessing CBL.</p> <p>HIGH</p> <p>COMPLETED</p> | <p>January 2008</p> | <p>Project Group set up by October 2007</p> | <p>Impact assessment carried out in conjunction with the Equality and Diversity Focus Group on behalf of the countywide scheme.</p> |  Green |
| <p>Deliver a minimum of two disabled access temporary accommodation units within Hostel Remodelling Scheme.</p> <p>HIGH</p> <p>COMPLETED</p> | <p>December 2008</p> | | <p>Units currently under construction.</p> |  Green |