

BROMSGROVE DISTRICT COUNCIL

PERFORMANCE MANAGEMENT BOARD

13th April 2007

**BROMSGROVE DISTRICT COUNCIL - HOUSING STRATEGY 2006 -2011 –
'Unlocking the Door To Meeting Housing Needs in The District' – PROGRESS
REPORT**

Responsible Portfolio Holder	Cllr Peter Whittaker
Responsible Head of Service	David Hammond

1. SUMMARY

- 1.1 In March last year, the Council received a 'Fit For Purpose' accreditation from the Government Office for it's new Housing Strategy Document covering the 5 year period 2006 – 2011.
- 1.2 Twelve months into the life of the new strategy, this report brings before Members an update upon the progress that has been made against the action plan that accompanies the document.
- 1.3 Attached at Appendix I to this report is the Housing Strategy Action Plan updated as at 31st January 2007. The update upon progress against each action is detailed in the final two columns.

2. RECOMMENDATION

- 2.1 That Members consider the progress report.

3. BACKGROUND

- 3.1 This report is one of the three performance reports that relate to Strategic Housing. This report provides members with an update of the progress being made against the action plan set out in the Council's Housing Strategy document.

The other two performance reports are:

- The Strategic Housing Inspection Action Plan (the action plan developed to address the recommendations made by the Audit Commission when they inspected Strategic Housing Services last year). This is reported to Government Monitoring Board.
- The annual report made upon BDHT's performance against transfer promises made to tenants, their performance in services provided to

the Council and the support given to our housing strategy. This is reported annually to PMB.

- 3.2 Local authorities are required to produce a Housing Strategy Statement as an over-arching document that reviews housing-related issues in the local authority's area, setting out housing objectives, establishing priorities for action both by the local authority and by other service providers and stakeholders, and providing a clear Action Plan in agreement with the Council's local partners.
- 3.3 The current Housing Strategy 2006 -2011 – 'Unlocking The Door To Meeting Housing Needs In The District' is now 12 months old and accordingly this report brings forward for members consideration, the progress that has been made against the Housing Strategy Action Plan.
- 3.4 The Strategy sets out the housing needs of the District and identifies 4 key priorities:
- **PRIORITY 1 – ADDRESSING THE SHORTAGE OF AFFORDABLE HOUSING**
 - Focusing on achieving a well balanced Housing Market and a consistent and appropriate supply of affordable housing to meet urban and rural needs, making best use of planning powers and the resources available
 - **PRIORITY 2 – IMPROVING THE QUALITY AND AVAILABILITY OF PRIVATE SECTOR HOUSING**
 - To achieve sustained decent housing conditions, a strong, well managed private rented sector, improved energy efficiency of domestic homes and increased availability and accessibility of privately rented accommodation offering people more choice.
 - **PRIORITY 3 – ADDRESSING HOMELESSNESS**
 - Promoting a continued co-ordinated approach to the ongoing provision of early intervention preventative and support services for the homeless and an improved supply of permanent accommodation to reduce the use of temporary accommodation. Increased access to privately rented housing for the homeless is targeted to help achieve this and to maintain our minimal use of Bed & Breakfast accommodation. The strategy also focuses upon providing an improved standard and type of temporary accommodation where it has to be used, offering dispersed self contained housing.
 - **PRIORITY 4 - ASSISTING VULNERABLE GROUPS TO LIVE INDEPENDENTLY**
 - Aimed at enabling people who are vulnerable through age, disability or life experience to live independently, within the community. Promotion of healthy, safe and independent living through improved housing conditions, home safety & security checks and by creating the right environment through improvements and adaptations and linked action to enable older people to be discharged from hospital more rapidly through more efficient home adaptation.
- 3.5 The Housing Strategy Action Plan sets out key performance targets and provides a series of actions for each of the four priority areas. The version of the action plan that is set out at Appendix I of this report provides a progress update against each action and key performance targets as at the 31st January 2007.

4. APPENDICES

Appendix 1 - Housing Strategy Action Plan - Progress Report – Progress against actions and targets as at 31st January 2007.

5. BACKGROUND PAPERS

Bromsgrove District Council – Housing Strategy 2006 – 2011.

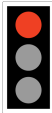
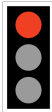
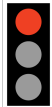
CONTACT OFFICER







Name: A.M. Coel – Strategic Housing Manager
E Mail: a.coel@bromsgrove.gov.uk
Tel: (01527) 881270

APPENDIX 1




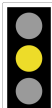

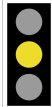

HOUSING STRATEGY ACTION PLAN - PROGRESS REPORT – Progress against actions and targets as at 31st January 2007.

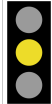


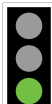



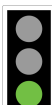
ACTION PLAN - PRIORITY 1. - ADDRESSING THE SHORTAGE OF AFFORDABLE HOUSING

Action	Target Completion Date	Milestone	Progress upon implementation of action as at 31 st January 2007	Revised Target for Completion
<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>				
<p>Proposed Outcome - Increased delivery of affordable housing through Planning Gain.</p>				
<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>Draft document December 2005</p>	<p>Completion of LDF consultation by June 06</p>	<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). The current RSS review will allocate district targets for housing provision between 2001 - 2026, until the outcome of this process is known the District is unclear as to the required level of provision. Upon completion the planning policy section will develop new strategies to deliver the required amount of housing with a substantial element of new Affordable housing."</p>	<p>July 2008</p> 
<p>Consult on development of Supplementary Planning Document for Affordable Housing.</p>	<p>June 2006</p>	<p>Completion of LDF consultation by June 06</p>	<p>As above</p>	<p>July 2008</p> 
<p>Adopt new Supplementary Planning Document for Affordable Housing.</p>	<p>July 2006</p>	<p>Completion of LDF consultation by June 06</p>	<p>As above</p>	<p>July 2008</p> 





Supplementary Planning Document – Managing Housing	July 2006	Consultation completed by May 2006	As above	July 2008 
Develop a procedure within Supplementary Planning Guidance to clarify the information developers will be required to submit within Sect 106 negotiations.	June 2006		As above	July 2008 
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.	March 2007	Enabling Group Research by June 06. Consultation with Legal Feb 07	Enabling Group has considered a Draft Sect 106, formulated comments and is reporting to Chief Housing Officers Group recommending it for Countywide adoption as base document.	
Carry out District and Parish Council Member training 'Understanding and raising the profile of Affordable Housing		Complete DC Member Training by June 2006	Initial training completed in March 2006 and in addition the following training has been ongoing: <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 he 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 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 – Arranging visit for Portfolio Holder to Solihull to discuss Green Belt / affordable housing issues. 	DC training Achieved  Roadshow to Parish Councils being arranged.
Develop in-house skills of Planning Officers upon urban design and the construction of development briefs. Consider sharing services with other Council's to achieve savings.	March 2007			
Proposed Outcome – Improved partnership working and preferred partnering arrangements				
Review Partnership Arrangements with RSLs' and a Preferred Partners Charter.	December 2006	Good Practice model agreed by County Enabling Group Sept 06	Report recommending a procedure for review of RSL partners reported and approved Executive Cabinet February 2007. Review process has commenced. Bid submissions received and officer / member selection panel is meeting in April and May to shortlist and finalise partner selection.	June 2007 

Formalise mechanism for assessing RSL Preferred Partners performance.	April 2007	Enabling Officers Group work plan to develop Best Practice Dec 06	Awaiting outcome of County Enabling Group recommendations.	
Strengthened representation of Strategic Housing and BDHT representation on Local Strategic Partnership.	Achieved	Attendance on Health & Wellbeing and Chairmanship of Consider Your Environment Theme Groups.	Achieved with Strategic Housing officer attendance at Health & Wellbeing and Consider Your Environment Theme Groups. BDHT CEO has become LSP partnership member.	Achieved
Proposed Outcome – Increased choice of housing options and routes to owner occupancy.				
Review demand and take up of Homebuy Scheme and re-promote / consider LA funding.	April 2006		Take up of government funding under scheme is being monitored and assistance provided in promoting the scheme to BDC list applicants. Possible use of single pot government grant to be used to fund additional units if demand determines. Mailshot to everyone on the councils waiting list who has expressed an interest in low cost/shared ownership housing Feb 07	Completed as far as currently possible.
Consider implementation of Choice Based Lettings at a local or SHMA level by 2010.	September 2006		Action to consider has been achieved and Executive Cabinet approval and capital funding allocated. Revenue funding pending budget approval. Government funding bid successful to implement SHMAS wide scheme. Implementation planned for 07/08. Implementation progressing through County Officer Group.	Action Achieved
Investigate the role of Self Build and its' potential in meeting the needs of a section of the housing market.	September 2007	Clarification with regard to Hsg Corp Funding being available for schemes		
Keep under review progress on Gov't Initiative for £60k starter homes.	Being kept under review for appropriate new products.	Consider suitability in event of moratoria being relaxed. Review of schemes by Enabling Officers	Redrow Homes (Rugby) scheme visited. Redditch systems build projects to be visited and good practice shared. Focus remains upon strict definition of affordable housing only as this product is open market housing.	
Proposed Outcome – A balanced housing market – appropriate supply of affordable housing – reduced backlog of unmet need.				
Progress data collection and update on SHMA Housing Needs Assessment to complement consultancy work joint funded with Regional Housing Board.	Annual updating will continue.	Initial work to inform the review of the Regional Spatial Strategy by Apr 06.	Completed. Draft report on Housing Market Assessment for SHMA delivered January 07.	Completed









			Ongoing requirement to keep survey up to date and deliver additional assessment of Gypsy and Traveller needs.	Annual updating will be supported
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 underway to prepare and support bids for the 2008/2011 bidding round.	£7.4m of housing corporation approved in 06/08 period 
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.	
Develop Community/Stakeholder Event to review progress mid way through the life of the strategy.	March 2008	6 monthly RSL Liaison Group feedback		
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 outstanding.	Consultation events held at Alvechurch and Beoley including questionnaire analysis on potential sites. Site identification still in process at Clent and Beoley. Consultation will re-commence when site plans developed.	Partially completed 
Finalise and submit rural housing scheme applications for planning and funding at: Alvechurch Stoke Prior Clent Beoley	September 2006	Government resolution of 100% stair casing and Perpetuity issues.	Allvechurch – site identification ongoing & funding bid submitted Stoke Prior – planning submission imminent, funding approved Clent – submission imminent Beoley – site identification ongoing.	
Review the need to carry out further Parish Council Local Housing Need Surveys to bring forward further 'Exception Sites'	Continuous process	Re – appointment of a County Rural Housing Enabler.	RHE now re-appointed. Schedule of Local Housing Needs Surveys agreed with Rural Housing Enabler – Romsley, Bournheath, Hopwood, Burcot, Dodford and Tardebigge areas.	Continuous process 
Review Right to Buy/Acquire exemption options for rural areas.	June 2006		Investigated by Enabling Sub Group – Government policy now changed to protect rural housing schemes in perpetuity by 80% capping on acquisition.	Completed 






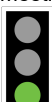
Review long term development plans for affordable housing on ADR's, school sites and Town Centre Re-development within LDF process.		Re-appointment of Head of Local Plans.	Delayed pending appointment of Strategic Planning Manager.	
Review the need for a Key Worker Scheme	September 2007		Housing needs survey information currently indicates no special needs identified. Identified within individual rural needs surveys.	
Create a register of all publicly owned land suitable for the development of affordable housing and contact organisations to investigate disposals.	December 2007	Register complete by December 2006	Affordable Housing Member Group helping to feed in ideas. Priority for LAA given approval.	
Review progress on joint commissioning Extra Care Housing at Gilbert Court.	April 2006	Outcome of Funding Bid to Hsg Corp (03/06) Next DOH Bidding Round (07/06)	Bid to Housing Corporation successful therefore joint commissioning funds available. Scheme design working group meeting and planning application to be formulated for submission by 1 st April.	Action achieved 
Incorporate affordable housing within proposed Town Centre re-development.	2008/09	Outcome of developer responses to brief and consultation.		
Review potential for Flats over Shops	Dec 2006		Private leasing scheme fully researched and developed. Scheme for 6 flats reported to Executive Cabinet but not approved on VFM grounds. Ongoing work for Housing Initiatives Officer to bring back into use empty homes including units over shops.	Action archived but continuous process of identifying opportunities. 
Proposed Outcome – Empty homes brought back into use and private sector renting made more accessible.				
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.	May 2006	Appointment of two new posts April 06	Fully achieved and Housing Initiatives Officer and Private Sector Regulatory Officer appointed.	Achieved 
Promote countywide consideration of joint funding of a Private Lettings Scheme.	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.	Action completed. 

ACTION PLAN PRIORITY 2 – IMPROVING THE QUALITY AND AVAILABILITY OF PRIVATE SECTOR HOUSING




Action	Target Completion Date	Milestone	Progress upon implementation of action as at 31 st January 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>				
Monitor performance target for achieving ongoing improvement in Decent Homes Standard	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 80.3% of vulnerable households already lived in Decent Homes. Full monitoring and updating of this baseline data will begin in 2007/08 with the introduction of new Decent Homes forms for inspecting officers and our SLA partners whom also inspect properties.	
Review target of spending 85% of Housing Renewal Grant funds on achieving Decent Homes Standards.	85% targeted at vulnerable private sector occupying non-decent homes	Set up returns data by May 2006	Milestone not met - New target completion date for review of spending of 85% of Discretionary Housing Assistance Budget will be June 2007 (see intro)	
Implement new Housing, Health and Safety Rating System for all inspections	April 2006	All training of officers complete by February 2006	Completed and in place	<p>Achieved</p> 
Introduce Statutory Licensing registration of HMO's	April 2006	Scheme and fee structure in place by Mar 2006	Introduction complete and processes in place. Licensing of three HMO imminent.	<p>Achieved</p> 






Carry out a minimum of 4 Caravan Site inspections PA	Dec 2006		Process in place from March 07 to carry out 2 inspections per month,	
Submit revenue bid to maintain ongoing updating of Housing Condition survey information	Next survey 2009	Tender document ready for Sep 2008 Consideration of joint survey working within the SHMA	Bid submitted	
Review bid for funding to carry out joint condition survey work across the SHMA	Jan 2006	Regional Housing Funding. Cross boundary agreement.	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.	Achieved
Update Caravan Sites Survey Forms to include new provisions under Housing Act 2004	Jan 2006	Information gathered by Dec 2005	Not achieved due to staff resource issues.	June 2007
Review Private Sector Renewal Strategy and Housing Assistance Policy 2004.	April 2006	Draft review by Feb 2006	Not achieved due to staff resource issues.	Sept 08
Investigate alternative sources of funding Housing Renewal other than grants – Equity Release/ Loans etc	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.	Action achieved.
Introduce an Enforcement Policy and fee structure via Cabinet	March 2006	March 2006 to Cabinet	Not achieved	July 2007
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).	

Review Affordable Warmth Strategy and develop an Energy Efficiency Strategy	March 2007		Completion date will be delayed as Worcestershire Affordable Warmth Strategy due for review and subsequently will affect the development of the Energy Efficiency Strategy.	August 2007 
Develop Home introduction packs 'How to run your home energy efficiently' and publicise energy efficiency advice centres.	March 2008			
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.	February 2007	In house consultation completed by December 2006	Presentation delivered to DC councillors Jan 07. New completion target for parishes Dec 07	December 07 
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.	February 2007	2 completed by October 2006	Awaiting dates from PC's for roadshow to visit.	May 07 
Collate statistics from Home Security Checks procedure when home visits carried out by NW Care & Repair Agency	Mar 2006	Set up collection procedure from Care and Repair		May 07 
Identify potential sources of emergency heating for development of a scheme to assist older and vulnerable people.	Dec 2006	Liaison with the various interested agencies by Nov 2006	Countywide scheme being considered for development that would enhance VFM of scheme.	April 07 
Introduce prioritisation of disabled facilities enquiries with County Council Social Services	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.	Achieved 
Review Council's Contractors List in line with procurement strategy.	July 2006		Currently working with Procurement officer	July 07 
Review and improve awareness of NW Care and Repair Service.	September 2006		Awareness improved. Full review after changes to current customer satisfaction form undertaken.	September 07


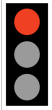
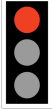
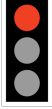



				
Proposed Outcome – Increased access to private rented accommodation for the homeless, increased choice and increased support and assistance to landlords.				
Consider development of a private leasing scheme	April 2006	Decision from ODPM on Countywide bid on Homelessness Innovation Bid	Completed – scheme developed for BDC following countywide bid for funding being unsuccessful – not implemented on grounds of VFM.	Completed 
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 currently assisted back into use – Pilot Rent Deposit and Spend To Save Scheme in place and running.	Achieved 
Review potential for flats over shops.	Dec 2006		Completed	Completed 
Investigate income/benefit implications of older people letting their home when entering nursing / residential homes.	March 2008			
Continue to deliver Private Landlords Forum meetings and training events	Continuous process of annual meetings.	Development of LL's Handbook.	Forum delivered again in Nov 06 – extremely well attend – outcome of private tenancies being made available. Private Landlords Focus Group also developed – first meeting on 26 th Feb 07. Private LL's handbook to go out for consultation at Focus Group.	Continuing annual meetings 

ACTION PLAN PRIORITY 3 – ADDRESSING HOMELESSNESS







Action	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),</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>				
<p>Proposed Outcome – A well co-ordinated homelessness service matched to identified needs.</p>				
Encourage greater involvement from all related agencies	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	Achieved but continuous process. 
Ensure links between relevant strategies	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.	Continuing to monitor 
Monitor and review progress of the Homelessness Service Improvement Group Action Plan – in improving accessibility and quality of services to the homeless.	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.	Completed 
Review Quota Arrangements with Mental Health, Learning Disabilities, NCH Aftercare, Fry Trust and Bromford Housing Group.	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	Action to review completed but further progress re implementation of revised quotas









			Disabilities Manager is working with BDHT to identify shared housing for those with learning disabilities.	remains a continuing objective. 
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. County Enabling Group is reviewing opportunities through RSL's.	Consideration carried out within target date set, but action needs to be ongoing in order to meet changing needs and demand. 
Consider the implications of Section 17, Crime and Disorder Act 1998	On going	Consideration given to Section 17 for all homelessness initiatives.	JD to Risk assess Spend to Save and Rent Deposit in accordance with Community Safety Guidance. BDHT to assess new Homelessness Support and Visiting officer schemes. Police to assess Sanctuary Scheme	
Identify opportunities for multi agency working/multi funded projects	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.	Continuous process 
Encourage older people who are under-occupying properties to move into alternative accommodation that will better meet their needs as they become more frail and in need of support.	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 CI to be more attractive option. Feasibility Study into loft conversion and proposal for joint consultation with BDHT (starting March 07) to assess what provision would encourage people to down size. BDHT to where possible to give some priority for bungalows to under occupied tenants of houses.	Continuous process 





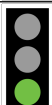
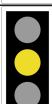
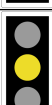
Explore the potential of the Private Sector providing solutions to homelessness through a Private Sector Leasing Scheme	Dec 2006	Scheme to be in place by Dec 2006	Private Sector Leasing Scheme explored and fully developed. Report submitted to Cabinet Nov 06 and rejected.	Completed
Introduce home visits for homelessness as a prevention tool	Dec 2006	Allocate more resources towards prevention work.	Approval for joint funding of home visiting post by BDC/BDHT achieved – new service role to commence by March 2007	Completed
Develop a referral protocol between BDHT and CAB for homeless applicants.	Apr 2006	Improved working relationship and customer service.	Referral protocol developed Feb 07	Completed
Work with agencies to carry out a count of Rough Sleepers in the District	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
Consider the introduction of a Spend to Save Scheme	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 for 07/08 subject to budget approval.	Completed
Proposed Outcome – Improved assistance to the homeless, reduced homeless applications, more people prevented from becoming homeless.				
Introduce mediation service for young homeless	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 mediations but one has moved to BDHT. BDHT therefore investigating possibility of developing mediation within their service. CLG funding now approved for new scheme to commence from 1 st April 2007.	Achieved
Consider potential to develop a floating support/preventative service to complement 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	Completed
Develop a better working relationship with	Nov 2005	Training of	Improved working relationship between Housing Benefit and agencies	Completed

Housing Benefit Departments to 'Fast Track' urgent housing benefit claims		BDHT/BYHF staff to enable fast tracking of claims where arrears pose a threat to tenancy sustainment.	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. 	
Introduce mentoring/befriending service for young homeless people	Nov 2006	Help young people integrate into their communities and sustain their tenancies.	Not achieved but is high on BYHF agenda	
Encourage the take up of 'Care to Learn' courses for teenage parents	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 
Work with Redditch and Bromsgrove PCT to develop health professionals awareness of homelessness and means of referral	Jan 2006	Better health provision for homeless people or people at risk of homelessness.	Centrepont have not had response from PCT despite requests. The County Homelessness Officers Group have developed a Hospital Discharge protocol. Approval anticipated by March 07.	April 2007 
Co-ordinate health professional contact with Homelessness Service through the development of a protocol for liaison and referral between health professionals and homelessness services	Feb 2006	Improved awareness of homelessness services and referrals made to appropriate agency.	Protocol developed and approval anticipated by March 2007.	Completed 
Hold theatre and workshop events to raise awareness of homeless issues and dispel the myths of housing availability.	Sept 2005	Improved awareness of homelessness issues of young people.	Achieved	Completed 
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.	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. Some schemes have low demand – BDHT working with SP to apply for sheltered housing funding to be diverted to peripatetic warden service to allow re modelling of some of the Innage flats to general needs use. Looking at Shawhurst Lane and Green Gables Units for conversion to temp accom units.	Completed 
Research models of good practice for the	Dec 2006	Increased number	Research carried out by Housing Initiatives Officer.	Completed






provision of a rent deposit scheme for people over 25years.		of units of accommodation available for homeless people.	Private tenancy scheme policy and approved by Executive Cabinet and pilot scheme running Jan - Mar07. Scheme approval for 07/07 dependent upon budget approval.	
Continue to support and develop the existing Private Tenancy Scheme run by BYHF	On going	Increased number of landlords offering more units for young homeless people.	Continues to be supported by application of BDC's Homelessness grant from CLG.	Continuing
Review Hostel Washing and Cooking Facilities	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
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	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.
Continue Programme of providing more self contained independent temporary accommodation for homeless with a view to decommissioning some/all hostels.	March 2008	Consultation Event Nov 2005.	BDC grant funding made available for the purchase of 4 Buy Backs 05/06.COMPLETED. Funding for another buy back scheme (3 units 06/07) made available 06/07 – BDHT to match.	On target
Review the lack of specialist accommodation for young people only with a view to providing more intensive support, on site support and training	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 Foyer Scheme. Working Group being set up to take project forward.	Action completed and developing into plans to deliver scheme.
Identify the needs of people with learning disabilities by working with Adult Services	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 Roadshow is being 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 with learning disabilities and their families.	
Identify empty properties and liaise with owners to bring back into use.	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 proerties in the district by using Council Tax records. Have contributed towards 8 properties being brought back into use.	Continuous process


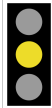



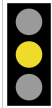
BDHT to continue to work in partnership with BDC to increase the number of properties available as temporary accommodation for homeless families	On going	Reduced reliance on hostel accommodation and reduction in time spent in a hostel.	This is no longer a desirable target as we are striving to reduce 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.	Achieved 
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	Housing Initiatives Officer in post from June 06. Housing Standards Officer considering the need for accreditation scheme in light of choice based lettings being implemented by March 08. Private Landlords Meeting set up for February 26 th to discuss partnership working and encourage involvement in Private Tenancy Schemes. Landlord's handbook will be distributed at this meeting for consultation. Relationships are improving with landlords with the introduction of the Private Tenancy Scheme.	December 2007 
Produce a leaflet specifically for young people leaving home, setting out housing issues that they need to be aware of.	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.	Completed 
Only use B&B accommodation in emergencies or where hostel placement inappropriate	On going	Improved performance in BVPI 183a	Increased dispersed self contained units of TA made available. Increased prevention activity from Jan 2007 with new floating support and home visiting services. A departure from nil use of B&b for families with children occurred in 3 rd quarter of 2006/7 which was caused by an 18 yr old in B & B with her father but as she was in full time education she was classed as a child for this BVPI. We have another case that will show in the 4 th quarter figure. BDHT have been advised of our concerns and it is being closely monitored.	Continuous objective 
BYHF/BDHT to become verifiers for Housing Benefit	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.	Achieved 
Consider the use of text messaging for keeping young homeless people informed of progress on their application.	April 2006	Improved communication between BDHT and young homeless people	BDHT working with their IT officers to develop text messaging from their pc's. Introduction of this facility to be explored by April 2007.	July 2007 
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	April 2006	Improved service and customer satisfaction.	Achieved Jan 2006	Achieved


				
Research needs for an outreach worker for people with mental health difficulties	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	July 2008 
Research health needs of homeless households and their ability to access health services	June 2006	An assessment of the issues by April 2006	Research into accessibility of health service not achieved. Menu cards are being developed to promote healthy eating through Health and Wellbeing Group.	
Consider introducing a Sanctuary Scheme for those suffering from Domestic Violence so that they can choose to stay at home.	April 2006	Review options by Dec 2005	Funding for scheme in 06/07 turned down. Pilot scheme developed through CLG grant and match funding from RSL's. Awaiting budget decisions as to whether scheme can be funded for 07/08. First Sanctuary Scheme adaptation completed Feb 07. Commended by Police.	Completed 
Proposed Outcome – A continually improving homelessness service that is based on good practice.				
Monitor and Review the service provided by CAB/BDHT	Quarterly Outcomes report Quality sample testing on CAB	Monitoring and customer satisfaction data.	Enhanced monthly and quarterly performance reporting now in place from CAB and BDHT. Customer Satisfaction surveys being formulated following SNAP training by Strategic Housing Staff.	Achieved 
Monitor and review the 16/17 joint protocol	Annually		16/17 joint protocol reviewed and approved Nov 06	Completed 
Monitor BDHT's performance in processing Homelessness applications	Quarterly monitoring and quality testing	Ensure that at least 97% of applications are processed within 33 days	Quarterly monitoring in place. BDHT achieved 97.31% for 05/06. Target was 97%	Achieved 
Monitor Homelessness Prevention	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 and provided by BDHT homelessness visiting service, Private Tenancy Scheme to over 25's, Spend To Save and Sanctuary Schemes.	Continuous process 
Monitor levels and reasons for homelessness	Quarterly	Better	Quarterly reports supplied by CAB and BDHT	Continuous process

reported by CAB and BDHT		understanding of Homelessness		
Monitor user feedback and review service provision as appropriate	Quarterly	Improved service	In place since April 06	Completed 
Continue Ethnic Monitoring	Quarterly	Identify use of the service and whether it is reflective of Bromsgrove Districts' community profile.	Undertaken Since April 06	Completed 
Annual report to Cabinet on Action Plan progress	Annually	Raising awareness of homelessness issues/successes with Members	Reports to be made to PMB First report April 2007	Continuous action 
Benchmarking of homelessness services – Cost and quality.	On going	Benchmarking with Worcestershire authorities.	Benchmarking carried out Aug 06 – Compatibility of data is questionable – further work required.	
Review the success of parenting courses	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. Opportunities to bid for Homelessness Prevention Grant will be made available Feb 07.	
Continue to review the provision for Teenage Parents	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.	

ACTION PLAN PRIORITY 4 – ASSISTING VULNERABLE GROUPS TO LIVE INDEPENDENTLY

Action	Target Completion Date	Milestone	Progress upon implementation of action as at 31 st January 2007	Revised Target for Completion
<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>				
Jointly commission an Extra Care Housing Scheme including Respite and Intermediate care facilities. (27 new units and remodelling of 65 existing dwellings)	April 2008	Approval of Government funding. Approval of Hsg Corp funding.	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.	April 2009 
Support and encourage inclusion of 'Lifetime Home Standards' in all new affordable housing development.	Ongoing		Delivered in all new build AH schemes	Continuous objective. 
Work in partnership to develop a method of assessing and addressing the needs of migrant and traveller communities.	Dec 2006	SHMA Housing Needs Survey / consultancy results.	Gypsy & Traveller housing needs assessment scheduled to be carried out as extension of SHMA housing market assessment work during 07/08. Funding contribution pending budget approval by BDC.	Action achieved 
Carry out an options assessment upon the Travellers Caravan Site and consider proposals for housing of older migrant and Travellers communities.	July 2006	Availability of Housing Corporation grant for new provision.	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 – awaiting outcome of discussions to enable options report being formulated for Executive Cabinet to consider.	December 2007 
Continue to work with the County Supporting People Partnership to: <ul style="list-style-type: none"> Deliver services that improve independence and quality of life, prevent homelessness and make communities safer. Review and commission schemes 	Ongoing	Approval of Supporting People 5 Year Strategy	Supporting People 5 Year Strategy approved by Executive Cabinet February 2006. Strategic Housing Manager now member of SP Commissioning Group. Strategic Housing staff involved in SP Strategic Reviews.	Continuous process 

to ensure strategically planned, good quality and cost effective services prevail.				
Proposed outcome – Improved independence, health & wellbeing – improved home safety and security – reduced admissions and reduced delay in leaving hospital.				
Support North Worcestershire Care & Repair Service to develop a wider range of low level support services including: <ul style="list-style-type: none"> Home Security Survey for clients. Hospital Discharge Scheme. Emergency heating facility for vulnerable people 	April 2007		<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. 	<ul style="list-style-type: none"> Achieved  December 2007  April 08 
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.	Ongoing	Success of Countywide bid for Government funding.	Ongoing promotion of Lifeline to housing providers where opportunities arise.	
Proposed Outcome – Reduced occurrence in domestic violence, safer environment and increased choice.				
Develop proposals for a Sanctuary Scheme for Domestic Violence.	April 2006	Council approval.	Budget request denied for 06/07. Budget submitted for 07/08 and awaiting member consideration. Limited scheme enabled using slippage in homelessness prevention funding and match funding offered by BDHT – First installation completed Feb 07. Success commended by Police.	Action to develop scheme achieved but limited implementation ability due to financial constraints. 
Proposed outcome – More choice, more sustainable rural communities.				
Meet local rural housing needs for older people by incorporating appropriate dwellings in new build.	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.	Progressing 
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	Ongoing		8 two bedroom bungalows currently under construction and a further 4 are planned on land to be conveyed to BDHT by the Council.	Continuous inclusion where appropriate.

options for older people in RSL development to promote early move on.			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.	
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