

HOUSING ACTION PLANS FOR 2004-2007

Housing Priority One - Meeting Affordable Housing Needs

Priority Order	Proposed Action	Milestone	Responsible Officer	Partners/Agencies	Resources	Progress as at 1 st April 2006
1	Approve Council and Housing Corporation funding for 120 new units of affordable housing by 2007.	<ul style="list-style-type: none"> Approve Council funding for 43 additional units of affordable housing by March 2005. 80 by March 2006 120 by March 2007 	Housing Services Manager	Partner RSL's	Single Housing Capital Pot	A total of 103 units have been approved by the Council.
2	Secure 3 exception sites for affordable rural housing by 2007.	<ul style="list-style-type: none"> Secure one site in each year, 2004/05 (8 units). 2005/06 2006/07 	Housing Services Manager	Partner RSL's	Housing Corporation capital funding (Rural Schemes)	Sites at Cookley and Chaddesley Corbett have not progressed beyond Planning. Community Housing Group have Housing Corporation funding for a small site in Cookley.
3	Support bids to Housing Corporation Clinics 2004/2007.	ongoing	Housing Services Manager	Partner RSL's	Housing Corporation capital programme	Successful RSL bids to the Housing Corporation amounting to £6,000,000 between 2006-2008 to produce 162 units of affordable housing.
4	Implement new affordable housing toolkit.	<ul style="list-style-type: none"> Approve use of affordable housing toolkit as Council Policy December 2004. Develop affordable housing planning toolkit as Supplementary Planning Document (SPD) by July 2005. 	Head of Planning, Health and Environment	<ul style="list-style-type: none"> RSL's Developers 	£20,000 Planning Delivery Grant	Affordable Housing Toolkit now in place. The timetable for the new SPD has been moved to May 2006
5	Investigate procedures for delivering and retaining discounts on low cost market housing on resale.	<ul style="list-style-type: none"> Initial assessment September 2004. Consultation by Spring 2005. Implementation by 2006. 	Head of Planning, Health and Environment	Developers	£20,000 Planning Delivery Grant	Initial assessment carried out and very limited best practice examples available. The initiative will be kept under review.

6	Complete update of RSL Partnership Agreement.	<ul style="list-style-type: none"> • Draft of revised RSL Partnership Agreement by November 2004 • Consultation by end 2004 • Revised RSL Partnership Agreement by April 2005. 	Principal Housing Officer	Partner RSLs	Staff time	Draft Principles have been agreed, but the final document has been delayed primarily due to national guidance changes of efficiency savings and housing standards that affect all RSLs. The final agreement date has been revised.
7	Investigate whether any rural parishes could be granted right to buy exemptions by the ODPM.	By January 2005.	Housing Services Manager/Forward Planning Manager	Partner RSL's	Staff time	WFDC is not one of the areas designated by the Secretary of State, or one of the other relevant areas
8	Complete district wide housing needs/housing market survey.	<ul style="list-style-type: none"> • Housing needs/housing market assessment to be considered during 2005 after the launch of the Regional Housing Strategy. • Commission survey Summer 2006. • Complete Survey by Autumn 2006. 	Housing Services Manager	<ul style="list-style-type: none"> • Partner RSL's • Developers • Private Sector Landlords 	To be confirmed for 2006/07.	Significant input into a South Housing Market area assessment on target for completion.
9	Develop a Worcestershire Local Area Agreement for Housing	<ul style="list-style-type: none"> • Proposals to Worcestershire Partnership Board June 2006. • Stakeholder consultation July 2006. • Consultation with G.O. West Midlands September 2006. • Final Agreement ratified by all Partners November 2006. 	Housing Services Manager	<ul style="list-style-type: none"> • W.C.C. • Worcestershire District Councils • Countywide Stakeholders 	Staff time	Project Management team led by Worcestershire Chief Housing Officers Group has been established. Process and timetable agreed by the Worcestershire Partnership.

Housing Priority Two - Tackling Homelessness and Providing Housing Options

Priority Order	Proposed Action	Milestone	Responsible Officer	Partners/Agencies	Resources	Progress as at 1 st April 2006
1	Finalise arrangements for the delivery of Homelessness, Housing Advice and Waiting List Services for 2005-2008.	<ul style="list-style-type: none"> Carry out a review of the Homelessness, Housing Advice and Waiting List contract with WFCH by November 2004. Recommendations to Members by November 2004. Contract negotiations completed Spring 2005. Finalise arrangements by April 2005. 	<p>Head of Planning, Health and Environment</p> <p>Housing Services Manager</p>	WFCH Local Stakeholders	<ul style="list-style-type: none"> Staff time Dependant upon outcome of review current budget 	Completed. New contract and service level agreement in place with WFCH from 1 st April 2005
2	Investigate new ways of providing temporary homeless accommodation.	<ul style="list-style-type: none"> Appoint a Private Sector Initiatives Officer on a one year contract by May 2004. Report to Members December 2004 with options. Progress finalised schemes Spring 2005. Schemes in place by December 2005. 	Principal Housing Officer	<ul style="list-style-type: none"> Private Sector Landlord Property Agents 	£40,000 PNO funding	Private Sector Leasing Scheme agreed by Cabinet on scheme not implemented at present due to reduction in homelessness acceptances. Will be introduced should circumstances require it.

3	Launch of the Wyre Forest Nightstop and Mediation Service.	<ul style="list-style-type: none"> • Procedures and protocols in place by September 2004. • Host families recruited by Spring 2005. 	Principal Housing Officer	Wyre Forest Youth Strategy Group	£17,000 PNO funding	<p>Service is up and running with hosts in place and young people assisted.</p> <p>Very successful first year with positive publicity.</p>
4	Officer review of homeless prevention services funded through ODPM grants.	By September 2004	Principal Housing Officer	<ul style="list-style-type: none"> • WFCH • CAB • Womens Aid • Nightstop • Stonham 	Staff time	Completed. New schemes due agreed annually by Cabinet.
5	To roll out the Centrepoint "Homelessness - what's it all about?" education package across local High Schools.	By January 2005	Principal Housing Officer	<ul style="list-style-type: none"> • Centrepoint • WFCH • Connexions • High Schools • Social Services 	Staff time	Original scheme developed, but now being delivered. Stourport High School being the first recipient of the training.
6	Assess the need to carry out a count of rough sleeping in the District.	Assessment, December 2004.	Principal Housing Officer	<ul style="list-style-type: none"> • ODPM • WFCH 	To be confirmed	Numbers assessed as sleeping rough do not warrant a count taking place.
7	Review and update the Wyre Forest Homelessness Strategy.	<ul style="list-style-type: none"> • Commence the review of the Wyre Forest Homelessness Strategy with the Homelessness Forum by January 2005. • Update of needs information by Spring 2005. • Consultation with local agencies Summer 2005. • Strategy Review complete by 2006. 	Principal Housing Officer.	<ul style="list-style-type: none"> • Wyre Forest Community Housing • Members of Wyre Forest Homelessness Forum. • RSLs 	Staff time	Completed with full report to Cabinet.

8	Option appraisal of Choice Based Lettings to be completed.	<ul style="list-style-type: none"> Appraisal of CBL to be a priority for action in the next Housing Strategy update. Collate and assess best practice examples by Summer 2005. Option appraisal and report to Members by end 2006. 	Housing Services Manager	<ul style="list-style-type: none"> RSLs Other Worcestershire Authorities. 	Staff time	Proposal by SHMA Local Authorities to bid for Government funding for CBL, with a deadline of September. The report to Members may need to be brought forward.
9	<i>Investigate and develop a Local Lettings Plan for Hurcott Road estate, Kidderminster</i>	<ul style="list-style-type: none"> <i>Appraisal of LLP by May 2006.</i> <i>Consultation and Committee reports by July 2006.</i> <i>Implementation by October 2006.</i> 	<i>Housing Services Manager.</i>	<ul style="list-style-type: none"> <i>Community Housing Group</i> <i>Partner RSLs</i> <i>WF Community Safety Partnership</i> <i>Local Stakeholders</i> 		<i>Reports to Services Policy Panel and Cabinet in June 2006.</i>

Housing Priority Three - Maintaining the independence of older and vulnerable people through housing and support

Priority Order	Proposed Action	Milestone	Responsible Officer	Partners/Agencies	Resources	Progress as at 1 st April 2006
1	Introduce a new Home Improvement Agency into Wyre Forest.	<ul style="list-style-type: none"> Formal Agreement in place by October 2004. Agency operating by December 2004. Review during 2005. 	Principal Environmental Health Officer (Housing)	Redditch and Bromsgrove Council's	£50,000 staff and support contribution	New North Worcestershire Care and Repair Agency up and running with an area office in Stourport.
2	<p>Review the Council's Private Sector Housing Policies in line with the Regulatory Reform Order and new Housing Bill December 2005.</p> <p>Set up Green loans scheme for affordable warmth.</p>	<ul style="list-style-type: none"> Complete multi agency review of adaptations services in Wyre forest by November 2004. Consultation November - January 2005. Internal bid for Private Sector Housing Initiatives Officer for 2005/06 by February 2005. Assess best practice by September 2004. Consultation by February 2005. Green loans available June 2005. 	<p>Principal Environmental Health Officer (Housing)</p> <p>Housing Services Manager</p> <p>Senior Health and Sustainability Officer.</p>	<ul style="list-style-type: none"> Worcestershire Social Services Wyre Forest PCT WFCH Housing WEEAC Voluntary Sector Agencies 	<p>Staff time</p> <p>£40,000 TBC</p> <p>£10,000 from private sector housing budget</p>	<p>Review had been delayed due to changes such as PCT review. Now due to be completed by September 2006. Service Option for partial funding of Private Sector Housing Initiatives Officer - agreed.</p> <p>Proposals not taken forward after assessment of costs and in particular the scheme in Warwick which had very poor take up. The idea will be revisited in due course.</p>
3	Worcestershire Supporting People Strategy.	<ul style="list-style-type: none"> Consultation on draft Strategy December - February 2005. To be completed by April 2005. 	Housing Services Manager	<ul style="list-style-type: none"> Worcestershire County Council Worcestershire District Councils Worcestershire PCT's West Mercia Probation Service 	Staff time	Completed in August 2005.

4	Set up new DFG service level agreement and performance indicators with WFCH.	<ul style="list-style-type: none"> • Agreement and PIs in place by May 2004. • Review by April 2005. 	Principal Environmental Health Officer (Housing)	WFCH	Staff time	Service Level Agreement in place. Review completed and procedures updated. SLA internally audited by the Council. Future review of DFG administration to take place during 2006.
5	<i>Produce a Worcestershire Housing Strategy for Older People</i>	<ul style="list-style-type: none"> • <i>Complete consultation process by April 2006.</i> • <i>Finalise and approve Strategy by October 2006.</i> 	<i>Housing Services Manager</i>	<i>WCC District Local Authorities PCT Voluntary Sector</i>	<i>Within existing budgets</i>	<i>County Working Group progressing the development of Action Plans after the completion of a Countywide consultation process.</i>

Housing Priority Four - Improving Conditions within Private Sector Housing

Priority Order	Proposed Action	Milestone	Responsible Officer	Partners/Agencies	Resources	Progress as at 1 st April 2006
1	Introduce a new Home Improvement Agency into Wyre Forest.	<ul style="list-style-type: none"> Formal agreement in place by October 2004. Agency running by December 2004. Review during 2005. 	Principal Environmental Health Officer (Housing).	Redditch and Bromsgrove Councils Voluntary Agencies	£50,000 staff and support contribution	Completed.
2	Review the Council's Private Sector Housing Policies in line with the Regulatory Reform Order and new Housing Bill December 2005. Set up Green loans scheme for affordable warmth.	<ul style="list-style-type: none"> Complete multi agency review of adaptations services in Wyre forest by November 2004. Consultation November - January 2005. Internal bid for Private Sector Housing Initiatives Officer for 2005/06 by February 2005. Assess best practice by September 2004. Consultation by February 2005. Green loans available June 2005. 	Principal Environmental Health Officer (Housing) Housing Services Manager Senior Health and Sustainability Officer.	<ul style="list-style-type: none"> Worcestershire Social Services Wyre Forest PCT WFCH Housing WEEAC Voluntary Sector Agencies 	Staff time £40,000 TBC £10,000 from private sector housing budget	See Priority 3 no. 2. See above
3	Implement the Action Plan targets for the Wyre Forest Affordable Warmth Strategy in 2004, 2005 and 2006.	<ul style="list-style-type: none"> Develop action plan annually in April. Report on progress 6 monthly, October and April each year. Review Affordable Warmth Strategy in 2006. 	Senior Health and Sustainability Officer.	<ul style="list-style-type: none"> Wyre Forest PCT Energy Efficiency Advice Centre Age Concern SAFA WFCH Sure Start Hereford and Worcester Fire Brigade. 	<ul style="list-style-type: none"> Staff time Private Sector Grant budget 	Action Plan for 2005/06 completed. 2006/07 plans now in place.

4	Achieve a 6% improvement on April 2004 figures in domestic energy efficiency in Wyre Forest by March 2007.	Achieve a cumulative improvement in domestic energy efficiency of : <ul style="list-style-type: none"> • 2% by March 2005 • 4% by March 2006 • 6% by March 2007 	Senior Health and Sustainability Officer.	<ul style="list-style-type: none"> • WEEAC • Wyre Forest Affordable Warmth Steering Group • Private Sector Housing Team 	<ul style="list-style-type: none"> • Staff time • Private sector housing budget 	Achieved 4.06% by March 2006.
5	Review Landlord Forum. Hold a workshop for Landlords, Agents and voluntary sector organisations.	<ul style="list-style-type: none"> • Review operation of forum by October 2004. • Landlords Forum in revised format to be held annually in Spring. 	Principal EHO (Housing)	<ul style="list-style-type: none"> • Private Landlords • Agents • Voluntary Sector Organisations 	Staff time	<p>Review completed.</p> <p>Informal forum with Landlords and Housing Benefit held on 24th March 2005. Ongoing liaison with Landlords.</p>
6	Update and revise Wyre Forest Empty Property Strategy.	<ul style="list-style-type: none"> • Review the implementation of the Empty Property Strategy by December 2004. • Revised Strategy in draft by January 2005. • Consultation by April 2005. • New strategy August 2005. 	Principal Housing Officer	<ul style="list-style-type: none"> • RSLs • Private Landlords 	Staff time	Review and draft completed. New Strategy completed November 2005.
7	Carry out a stock condition survey of private sector housing.	<ul style="list-style-type: none"> • Scoping exercise to be carried out by Worcestershire Local Authorities to consider a joint survey. Scoping to be agreed by April 2005. • Survey to be commissioned by end 2006. 	Principal Environmental Health Officer (Housing)	<ul style="list-style-type: none"> • Worcestershire Authorities 	To be confirmed	Funding available in 2006/07 budget.

8	<i>To ensure that 70% of vulnerable people in the private sector live in Decent Homes by 2010.</i>	<ul style="list-style-type: none"> • <i>66% by March 2007</i> 	<i>Principal Environmental Health Officer (Housing).</i>	<ul style="list-style-type: none"> • <i>North Worcestershire Care and Repair Agency.</i> • <i>Voluntary Sector Agencies</i> 	<ul style="list-style-type: none"> • <i>Staff time</i> • <i>Single Housing Capital Pot</i> 	<i>New Private Sector Housing Policies and the Council's Affordable Warmth Strategy are in place to assist meeting this target.</i>
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