

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 January 2007
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 155 units have been approved by the Council and the Housing Corporation.
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)	One site has been secured at Gaymore Road Cookley where building works have been commenced. A scheme at Chaddesley Corbett failed to progress and the Council is currently working with the Worcestershire Rural Housing Enabler to identify further sites.
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	Agreed at Cabinet on 23/12/06 after delays due to changing national guidance.
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.	Draft Housing Market Assessment for the South Housing Market Area produced on 5/1/07.
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	<p>Project Management team led by Worcestershire Chief Housing Officers Group has been established. Process and timetable agreed by the Worcestershire Partnership.</p> <p>Draft targets on affordable housing land and renewable energy systems with Government Office West Midlands for consideration proposals agreed by Council on 15/11/06</p>

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 	<p>Completed. New contract and service level agreement in place with WFCH from 1st April 2005.</p> <p>Contract will be reviewed during 2007 with reports to Cabinet and Council.</p>
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	<p>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.</p> <p>Additional dispersed units of temporary accommodation being provided across the District by Community Housing Group.</p>

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 5 hosts in place and young people assisted.</p> <p>Total 101 bednights provided up to Dec 2006. Service to be expanded to include weekends from April 2007.</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. A further £67,000 secured from the Department of Communities and Local Government for 2007/08.
5	To roll out the Centrepont "Homelessness - what's it all about?" education package across local High Schools.	By January 2005	Principal Housing Officer	<ul style="list-style-type: none"> Centrepont 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	Successful bid for DCLG for a funding contribution for a South Housing Market Area scheme. Scheme to be worked up during 2007 (with Reports to Cabinet and Council)
9	Investigate and develop a Local Lettings Plan for Hurcott Road estate, Kidderminster	<ul style="list-style-type: none"> Appraisal of LLP by May 2006. Consultation and Committee reports by July 2006. Implementation by October 2006. 	Housing Services Manager.	<ul style="list-style-type: none"> Community Housing Group Partner RSLs WF Community Safety Partnership Local Stakeholders 		Reported to Services Policy Panel and Cabinet in June 2006 in time for implementation in November 2007. Further consultation with Wyre Forest LSP and Homelessness Forum carried out in July 2006. Implementation is planned for January 2007, monitoring will be reported to Service Policy Panel/Cabinet. LLP will have a 3 year life.

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. North Worcestershire Code of Practice for Adaptations approved by Cabinet on 23/12/06.</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.
5	Produce a Worcestershire Housing Strategy for Older People	<ul style="list-style-type: none"> • Complete consultation process by April 2006. • Finalise and approve Strategy by October 2006. 	Housing Services Manager	WCC District Local Authorities PCT Voluntary Sector	Within existing budgets	The Older Peoples Strategy for Worcestershire was approved by Council on 20 th September 2006.

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 SAAFA 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	Good liaison with landlords and the next Landlord Forum is due to take place on 8 th March 2007.
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	Some slippage in the timetable as we are trying to commission a survey with other Local Authorities and develop a framework for future co-operation across the South Housing Market Area. The survey is now likely to commence in Spring 2007.
8	To ensure that 70% of vulnerable people in the private sector live in Decent Homes by 2010.	<ul style="list-style-type: none"> • 66% by March 2007 	Principal Environmental Health Officer (Housing).	<ul style="list-style-type: none"> • North Worcestershire Care and Repair Agency. • Voluntary Sector Agencies 	<ul style="list-style-type: none"> • Staff time • Single Housing Capital Pot 	New Private Sector Housing Policies and the Council's Affordable Warmth Strategy are in place to assist meeting this target.

10.1.07