HOUSING PLAN 2016 – 2020: ACTION PLAN 2016-18

This Action Plan contains actions for the first two years of the Housing Plan. It will be reviewed and updated quarterly and actions for 2018 – 2020 will be added.

Actions are prioritised as High, Medium or Low. Associated timescales and resourcing necessary to fulfil the action are shown.

Strategic Housing Manager (SHM)
Housing Enabling Officer (HEO)
Housing Partnerships Officer (HPO)
Housing Strategy Officer (HSO)
Housing Team Administrator (HTA)
Joint Operations Manager (JOM)
Principal Housing Advisor (PHA)

Community Partnerships Officer (CPO)
Gloucestershire County Council (GCC)
Full time equivalent (FTE)
Forward Planning (FP)
Environmental and Regulatory Services (ERS)
Better Care Fund Housing Working Group
(BCFHWG)

County Homelessness Implementation Group
(CHIG)
County Homelessness Co-ordinator (CHC)
Rural Housing Enabler employed by
Gloucestershire Rural Community Council (RHE)
Registered Providers (RP)
National Health Service (NHS)

Strategic Housing Priority One: Understanding the Cotswold housing market area.

What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Maintain up to date knowledge of the housing market	Research the affordability of local housing annually.	High December 2016	HSO / SHM / Existing budgets	
	Assess demand from vulnerable and older people for specialist accommodation and support services to inform provision e.g. utilising JSNA data.	High	HSO / BCFHWG	
	Work with planning colleagues and partners across the county to commission a new SHMA	High 2017	SHM / Housing Enabling Fund will support this expenditure	

Strategic Housing Priority One: Understanding the Cotswold housing market area.				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
	Work with local residents, communities and organisations in the public, private and voluntary sector to identify local needs and expectations e.g. parish housing needs assessments	On-going	HEO /GRCC/Housing Enabling Fund	
	Work with partners to produce and implement a strategy for older people in relation to the full range of housing options to inform future housing provision, assistive technology and commissioning support services.	Medium March 2017	SHM / BCFHWG	
Maintain knowledge of the local housing stock and housing related support services	Refresh the private sector stock condition survey.	2017	Estimated cost £30,000 to £50,000 to be funded from within existing budgetary provision	
	Map current and potential provision of accommodation and support services for all vulnerable client groups and older people.	December 2016	HSO	
Research and implement successful housing solutions	Explore and monitor new forms of delivery to provide the best housing opportunities for residents	On-going	SHM / HSO / HEO	

Strategic Housing Priority Two: Increase the supply and access to housing across all tenures				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Improve access to home ownership for local people	Produce information to promote all forms of support for homebuyers including Help to Buy products e.g. website, circulate to Housing Advice	High October 2016	HSO / TA	
	Utilise planning policies and housing evidence in negotiations with developers to ensure there is an appropriate mix of housing to meet local demand, including attractive options to encourage older people to downsize to encourage movement within the local market.	On-going	SHM /HEO	
	Collate local evidence about viability and demand for different models to assess whether they could be replicated across the district to meet local requirements e.g. a 'rent – save – buy' model with variable terms for people to save a deposit. If there is demand identify potential development partners, investors and sites.	On-going	SHM / HSO	
Improve access to affordable housing for local people	Deliver 150 affordable homes per annum in a range of tenures to meet local need across the district using S106 agreements and local policy and evidence e.g. rural exception sites.	High On-going	SHM / HEO	
	Promote the messages from the Council's Strategic Tenancy Policy with RPs and obtain and respond to RP feedback.	High 6 monthly RP meetings	SHM /HEO	

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Strategic Housing Priority Two: Increase the supply and access to housing across all tenures				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
	Liaise with Finance and Legal to explore the potential / implications of CDC becoming an investment partner in development e.g. by using commuted sums.	Medium July 2017	SHM/ legal/finance	
	If proposal has merit, commission a feasibility study.	Low December 2017	£5,000?	
	Procure and implement new software to provide a transparent system to support the allocation of social housing through CBL and provide accurate, detailed information to contribute to robust housing evidence via the reports function.	High on-going 2016	SHM / JOM / HTA DCLG grant and existing budget. £18,000 is available from the Capital Budget for this application	
Increase the supply and access to private sector rented housing	Undertake a review of the private rented sector to identify gaps in provision including a landlord/lettings agencies survey to understand expectations of private landlords.	November 2016	HSO / SHM / JOM / PHA	
	Explore different approaches to increase the supply of private rented accommodation for different client groups and the range of landlords involved in the sector e.g. build to rent or private sector leasing; incentives, landlords' forum.	March 2017	SHM / HSO / JOM / HEO	
Create opportunities for self-build housing and custom built housing	Develop information to support custom and self-build	October 2016	SHM/HTA	
	Identify opportunities to deliver self-build and custom build on future development sites	On-going	SHM / HEO	

Strategic Housing Priority Two: Increase the supply and access to housing across all tenures				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Promote and enable community led housing	Provide information, training and support to local communities, charities and other groups to develop homes for local people to increase capacity and expertise.		SHM / HEO / CPO / RHE	
Increase the supply of rural housing	Work with the Gloucestershire Rural Housing Partnership to explore new ways to support and enable the delivery of affordable and market housing to meet local requirements.	On-going	HEO / RHE	
	Review the content of parish housing needs surveys.	High	HEO / HTA / RHE	
Support the provision of gypsy and traveller sites	Work with partners to identify sites and potential funding to meet identified need	On-going	SHM / HEO / FP	

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Strategic Housing Priority Three: Developing thriving, sustainable communities				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Support socially sustainable and healthy communities.	Negotiate phased delivery of homes on large sites	On-going	HEO	
	Agree local lettings plans for first allocation / sale to create mixed communities	On-going	SHM / PHA / HEO / HTA	
	Continue to work with RPs, NHS, GCC and other partners to review opportunities to utilise community facilities to maximise use for community activities	Medium	HPO / HEO	
	Seek to develop market and affordable homes which can be flexible to enable people to remain in their homes as their health changes.	High On-going	HEO	
	Improve access to quality, private rented sector for households in receipt of benefits e.g. promoting the fit to rent scheme	March 2017	SHM / JOM / PHA / ERS	(links to actions under)
Support financially inclusive communities.	Work with partners and the community to improve the energy efficiency of new and existing stock and reduce fuel poverty e.g. delivering Central Heating Fund Work	On-going	SHM / ERS / RPs / SWEA / HEO	
	Promote and implement the proposed Private Rented Sector (PRS) Energy Efficiency Regulations to improve the energy efficiency of the housing stock and reduce fuel poverty.		ERS	
	Work with partners including RPs to provide financial advice and support to maximise income for lower income households	High	PHA / JOM / RPs	

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Strategic Housing Priority Three: Developing thriving, sustainable communities				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
	Work with partners to increase work and training opportunities e.g. on new development	On-going	SHM / HEO / HTA	

Strategic Housing Priority Four: Provide housing and support services for our most vulnerable residents				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Provide appropriate housing	Support RPs to review their housing stock for vulnerable groups to inform future use and investment	Medium March 2017	SHM	
	Continue to promote and deliver appropriate adaptations e.g. through DFGs	High On-going	Within current staff resources / Better Care Fund / JOM	
Ensure support services meet the needs of residents	Work with partners to re-commission a HIA service and seek ways to make it self-sustaining by reviewing the way other schemes work.	High On-going	SHM / HPO / JOM	
	With partners monitor and review performance of floating support services and supported accommodation to ensure they meet the District's needs. Explore other models which could improve provision.	On-going 1/4ly reporting	HPO / HSO	
	Work with partners to implement, monitor and review the countywide "Places of Safety" project.	High On-going	HPO	

Strategic Housing Priority Five: Making best use of the existing housing stock				
What we will do	**Tasks**	**Priority and Timescale**	**Resourcing**	**Progress**
Improve quality of the housing stock and meet regulatory requirements	The Council will continue to ensure properties of all tenures comply with regulatory standards.	On-going	ERS	How
	Support stockholding Registered Providers (RPs) to review their stock and investment plans.	High On-going	Within current resources SHM / RPs	
	Work with RPs to make best use of adapted properties by re-letting via direct match	High	Existing resources SHM / PHA / HTA	
	Explore the option of establishing a forum to share ideas and best practice in stock management.	Medium March 2017	Within existing resources (SHM / HPO / HTA)	
	Continue to work with landlords to improve the standards and management of private rented accommodation e.g. the Landlords' Forum, Fit to Rent scheme.	High On-going	Within current resources ERS	
Bring empty homes back into use	Review results of empty homes survey and develop initiatives to bring empty homes back into use.	High On-going	Within current resources (JOM)	

Strategic Housing Priority Six: Prevent and respond to homelessness				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
Prevent and respond to homelessness	Maximise homelessness preventions e.g. through the housing options approach, ensuring the Allocations Policy supports the Homelessness Strategy and enabling sufficient new homes.	High On-going	PHA /HPO / CHC	
	Work with partners to ensure vulnerable people have sustainable pathways out of homelessness including those with complex needs.	High On-going	HPO / PHA	
	Provide pre-tenancy training to reduce evictions.		JOM / PHA	
	Explore opportunities that promote employment, education and training for homeless households.		JOM / PHA	
	Monitor and review the Sanctuary Scheme which enables victims to remain safely in their own homes where appropriate	On-going	HPO and county partners	
	Work with Early Help Hub for troubled families to prevent homelessness	On-going	PHA	
	Continue to explore with partners private sector leasing (PSL) scheme.	Medium On-going	SHM / HSO Within current resources	
	Review the joint tenancies project for single people under 35.	Medium On-going	HSO Within current resources	
Prevent and respond to rough sleeping	Deliver and review the impact of the countywide single homelessness and rough sleeping project including exit strategies	High on-going 2016	HPO / CHC / CHIG	

Strategic Housing Priority Six: Prevent and respond to homelessness				
What we will do	Tasks	Priority and Timescale	Resourcing	Progress
	Progress exit strategies identified for project	High on-going 2016	CHC / HPO / CHIG	
	Monitor and review specialist accommodation and service provision to tackle entrenched rough sleeping e.g. pathways through supported specialist accommodation	High On-going	DCLG dedicated funding (CHC / HPO / CHIG)	
Deliver excellent homelessness services	Monitor and review the provision of temporary accommodation within the district to ensure efficient use and that it meets a range of needs to minimise the use of bed and breakfast accommodation.	Medium	SHM / JOM / Bromford	
	To successfully complete and maintain Gold Standard accreditation process for homeless service via NPSS	High March 2018	PHA	

(END)