

**Housing Strategy 2005-2008
Action Plan**

Priority	Key Action	Target Date 2005/06	Target Date 2006/07	Target Date 2007/08	Responsible Officer	Responsible Agency	Resources Required	Linked Strategies
Affordable Housing	Complete 100 new affordable homes	March 2006	March 2007	March 2008	Jo Stirling	NWDC and partner RSLs	£2,000,000 per annum	Corporate Plan, Capital Strategy, Local Plan, Economic Regeneration Strategy & Community Strategy
	Review standards of new affordable housing development and consider targets for sustainability and accessibility e.g. ecohomes standards, lifetime homes		March 2007		Jo Stirling			
	Complete new Affordable Housing Supplementary Planning Document		Sept 2006		Jo Stirling	NWDC Housing & Planning Teams	Staff time	Local plan
	Contribute to housing policies in new Local Plan Contribute to housing policies in Local Development Framework	June 2005	March 2007		Jo Stirling	NWDC Housing & Planning Teams	Staff time	Local Plan & Local Development Framework
	Evaluate feasibility of Private Finance Initiative (PFI) for new-build housing	Mar 2006			Jo Stirling	NWDC	Staff time	Corporate Plan
	Complete District Wide Housing Needs Survey in partnership with Swindon BC	Sept 2005			Jo Stirling Joelle Moore	NWDC & Swindon BC	£29,000	Local Plan
	Complete 5 local housing needs surveys	March 2006	March 2007	March 2008	Joelle Moore	NWDC & Rural Housing Enabler	Staff time	Local plan
	Continue and improve partnership working to share good practice, resources and gain external resources through joint initiatives	Ongoing	Ongoing	Ongoing	Janet O'Brien Jo Stirling Jan Parry Tom McCutcheon Joelle Moore	M4 Corridor Group, RSL Partnership, Rural Affordable Housing Partnership & other Local Authorities	Staff time	Corporate plan

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Affordable Housing – cont.	Complete research to assess the needs of gypsies and travellers in the district		July 2006		Joelle Moore	NWDC, WCC and other Wiltshire Districts	£25,000	Corporate Plan
	Complete formal agreement with successful RSLs following the tendering process for Preferred Development Partners	Sept 2005			Jo Stirling	NWDC and RSLs	Staff time plus Advertising costs	Corporate Plan Local Development Framework
	Complete research to identify supported housing needs in the District including older people		March 2007		Joelle Moore	NWDC, Supporting People Team, Health & Social Services	£15,000	Local Plan, Community Strategy
	Complete research to assess the needs of minority and hard to reach groups			March 2008	Joelle Moore	NWDC, Supporting People, WREC, Health & Social Services	£15,000	CPA Improvement Plan Corporate Plan
	Create separate application form for low cost home ownership/shared ownership	March 2006			Jo Stirling Joelle Moore	NWDC & Westlea HA	Staff time	Corporate plan
	Hold low cost home ownership/shared ownership Open Day		March 2007		Jo Stirling	NWDC & Westlea HA	Staff time +£3,000	Corporate plan
	Ensure Housing Application form can be completed on-line		March 2007		Joelle Moore	NWDC & Westlea HA	Staff time	Implementing Electronic Government (IEG)
	Set up new Partnership agreement with Westlea Housing Association	March 2006			Janet O'Brien	NWDC & Westlea HA	Staff time	Corporate plan
	Produce an update of the Housing Strategy		July 2006	July 2007	Janet O'Brien	NWDC	Staff time +£5,000	Corporate plan
	Undertake a Housing Market Assessment			March 2008	Janet O'Brien Jo Stirling	NWDC & M4 Corridor Group	£15,000	Local Development Framework Regional Housing Strategy

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Reducing Homelessness	Reduce the amount of time spent in temporary accommodation by 10%	March 2006	March 2007	March 2008	Jan Parry	NWDC & Westlea HA	Staff time	Homelessness Strategy
	Review Housing Advice service	January 2006			Jan Parry	NWDC & CAB	Staff time	Homelessness Strategy
	Implement the recommendations of the Housing Advice service review		March 2007		Jan Parry Janet O'Brien	NWDC	Staff time	Homelessness Strategy
	Expand use of Rent Deposit Scheme to enable more homeless households to access the private rented sector	March 2006	March 2007	March 2008	Jan Parry	NWDC	£5000 per annum – depending on ODPM grant	Homelessness Strategy
	Continue to meet Government target to ensure no families remain in B&B for longer than 6 weeks	Ongoing	Ongoing	Ongoing	Jan Parry Sylvia Spensley	NWDC, Westlea & Sarsen HAS	Staff time	Homelessness Strategy
	Identify a total of 4 Host families for young people	March 2006			Jan Parry Kevin Fellows	NWDC, Care Leaving Team, Housing Benefits & Connexions	Staff time	Homelessness Strategy
	Develop and distribute School Packs to all North Wiltshire Comprehensive Schools & Colleges to provide advice for young people	March 2006			Jill Neal	NWDC & Connexions	£1,000	Homelessness Strategy
	Conduct review of homelessness and produce new homelessness strategy		July 2006		Jan Parry	NWDC in consultation	£3,000	Homelessness Strategy
	Ensure Homeless Enquiry form can be completed on-line	March 2006			Jan Parry	NWDC	Staff time	Homelessness Strategy & IEG
	Work in partnership with Supporting People and neighbouring districts to deliver housing support to vulnerable households in the District including older people	Ongoing	Ongoing	Ongoing	Janet O'Brien	NWDC & Supporting People partners	Staff time	Homelessness Strategy, Supporting People Strategy
	Review community alarm service		March 2007		Jan Parry	NWDC	Staff time	Supporting People Strategy

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Reducing homelessness contd.	Local Public Service Agreement (LPSA2) – work with other Wiltshire districts to meet a target of reducing the number of young people in unsuitable temporary accommodation.			March 2008	Janet O'Brien Jan Parry	NWDC and other Wiltshire Councils		Supporting People Strategy
	Evaluate the need for a Rough Sleepers Count	March 2006			Jan Parry	NWDC, Salvation Army, CVS and other agencies	Staff time	Homelessness Strategy
	Monitor & review the management of the Housing Needs Register		March 2007		Jan Parry	NWDC & Westlea HA	Staff time	Corporate plan
	Review Allocations Policy and Choice Based Lettings Policy	March 2006			Jan Parry	NWDC & Westlea HA	Staff time	Homelessness Strategy
	Develop a Wiltshire wide Homelessness Forum	January 2006			Jan Parry	District Councils	Staff time	Homelessness Strategy Supporting People Strategy
	Review and increase the range of Housing Advice leaflets		May 2007		Jan Parry	NWDC	Staff time	Homelessness Strategy
Improve Private Sector Housing	Explore alternative funding sources for private sector renewal including equity release and loan schemes	March 2006			Tom McCutcheon	NWDC, Care & Repair and other LAs	Staff time	Private Sector Renewal Strategy
	Set up equity release and/or loan scheme as an alternative to grant funding			March 2008	Tom McCutcheon	NWDC, other LAs & C&R	Staff time +£100,000	Private Sector Renewal Strategy
	Promote energy efficiency aimed at meeting Government target of improving energy efficiency of residential properties by 30% between 1996 and 2010	Ongoing	Ongoing	Ongoing	Tom McCutcheon	NWDC & Wiltshire Energy Efficiency Advice Centre	£5,500 per year plus staff time	Private Sector Renewal Strategy
	Review Private Sector Renewal Strategy	March 2006			Tom McCutcheon	NWDC	Staff time	Private Sector Renewal Strategy
	Review Empty Homes Strategy	March 2006			Tom McCutcheon	NWDC	Staff time	Empty Homes Strategy
	Implement M3 IT system for grants	August 2005			Tom McCutcheon	NWDC Housing & IT teams	£7,000	Private Sector Renewal Strategy
	Review grants process & procedures	Ongoing	Ongoing	Ongoing	Tom McCutcheon	NWDC	Staff time	Private Sector Renewal Strategy

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Improve Private Sector Housing contd.	Implement a pilot scheme for Document management		March 2007		Tom McCutcheon	NWDC Housing & IT teams	Staff time	Private Sector Renewal Strategy
	Hold a Landlords Forum and promote accreditation of landlords		March 2007	March 2008	Helen Madle Jackie McLaughlin	NWDC	£1,000 plus staff time	Private Sector Renewal Strategy & Homelessness Strategy
	Process 100% of grant applications within the 6 month statutory time limit	Ongoing	Ongoing	Ongoing	Tom McCutcheon	NWDC, Care & Repair & Social Services	£900,000 per annum	Private Sector Renewal Strategy
	Implement licensing of Houses in Multiple Occupation (Housing Act 2004)		As advised by ODPM		Kate Golledge Fionna Vosper	NWDC	Staff time	Private Sector Renewal Strategy
	Work towards meeting the Government target of ensuring all social housing tenants and 70% of vulnerable households in the private sector should live in Decent Homes by 2010	Ongoing	Ongoing	Ongoing	Tom McCutcheon	NWDC	Staff time Capital grant funding	Private Sector Renewal Strategy
	Bring back into use a minimum of 5 empty properties each year	March 2006	March 2007	March 2008	Tom McCutcheon	NWDC Wiltshire Empty Properties Group	Staff time Capital grant funding	Empty Homes Strategy
	Implement Housing Health & Safety Rating System (Housing Act 2004)		As advised by ODPM		Kate Golledge Fionna Vosper	NWDC	Staff time	Private Sector Renewal Strategy
	Complete housing stock condition survey			March 2008	Tom McCutcheon	NWDC	£50,000 Staff time	Private Sector Renewal Strategy Empty Homes Strategy