

APPENDIX 1

List of Supporting Documents

Affordable Housing Supplementary Planning Guidance

Common Housing Register and Protocol

Crime and Disorder Audit

Private Sector Housing Assistance Policy

Draft Worcestershire Supporting People Strategy

Fuel Poverty Report

Home Energy Efficiency Strategy & Reports

Homelessness Strategy and Action Plan

Housing Corporation Approved Development Programme

Housing Need Assessment – October 2004

Joint Commissioning Charter for RSL Developments

LSVT Agreement & Agency Arrangements

Malvern Hills District Council Housing Investment Programme Submissions

Regional Housing Strategy

Regional Spatial Strategy

Rural Housing Policy

Second Deposit Draft Local Development Plan

Social Housing Agreement

Sustainable Communities Plan – West Midlands

Urban Capacity Study

Vision 21 Community Strategy

West Midlands Sustainable Development Framework

Worcestershire Telecare Constitution

Worcestershire County Structure Plan

APPENDIX 2

Population Projection - Total Population

Age Group	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
0-4	3364	3377	3245	3130	3017	2938	2805	2711	2633	2574	2533
5-9	4042	4038	4033	4015	3932	3793	3694	3544	3407	3277	3187
10-14	4759	4813	4919	5025	5132	5245	5169	5142	5103	4996	4835
15-19	4633	4552	4984	5089	5228	5359	5560	5666	5748	5841	5938
20-24	2728	2921	2770	2868	3013	3253	3566	3951	4034	4147	5253
25-29	2985	2801	2539	2382	2328	2249	2114	1967	2084	2218	2397
30-34	4072	4042	3697	3438	3076	2593	2127	1917	1726	1649	1591
35-39	4921	5064	5075	4998	4829	4718	4550	4154	3853	3441	2899
40-44	5010	5119	5303	5493	5670	5843	5925	5910	5802	5596	5465
45-49	4888	4877	4964	5147	5414	5692	5946	6145	6319	6485	6631
50-54	5973	5705	5424	5188	4968	4825	4761	4843	5015	5269	5534
55-59	5279	5741	5992	6057	6105	6043	5683	5386	5140	4915	4773
60-64	4424	4450	4618	4901	5158	5470	5936	6170	6204	6230	6151
65-69	4040	4157	4245	4334	4438	4475	4523	4687	4955	5195	5482
70-74	3543	3579	3665	3758	3801	3880	4011	4097	4183	4286	4329
75-79	3193	3133	3096	3076	3095	3093	3124	3207	3283	3317	3382
80-84	2237	2370	2482	2549	2486	2426	2355	2329	2317	2338	2341
85-89	1390	1362	1298	1241	1315	1410	1483	1547	1580	1544	1515
90+	710	766	796	832	868	893	899	879	868	929	993
Total	72191	72867	73145	73521	73873	74198	74231	74252	74254	74247	75229

Working Age Projections

Age Group	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
male	20751	20914	20916	20941	20956	21018	20989	20920	20791	N/A	N/A
female	18829	19030	18936	18876	18840	18819	18579	18402	18281	N/A	N/A
Total	39580	39944	39852	39817	39796	39837	39568	39322	39072	0	0

NB Working age is defined as 18-64 for males and 18-59 for females

APPENDIX 3

**PROFILE OF APPLICANTS ON THE COMMON HOUSING REGISTER
AT THE END OF MARCH 2006 INCLUDING TRANSFER APPLICANTS**

APPLICANT CATEGORY	NUMBERS ON WAITING LIST
COUPLE WITH CHILDREN (18-59)	307
ELDERLY COUPLE (60 +)	110
ONE PARENT HOUSEHOLD (18 - 59)	293
OTHER	27
SINGLE ADULT (18-59)	516
SINGLE ELDERLY (60 +)	215
SINGLE YOUNG ADULT (16/17)	10
TWO ADULTS (18 - 59)	263
TWO YOUNG ADULTS (16/17)	4
YOUNG SINGLE WITH CHILDREN (16/17)	2
YOUNG COUPLE WITH CHILDREN (16/17)	4
TOTALS	1751

APPENDIX 4

RURAL LETTINGS POLICY

The primary focus of the rural lettings policy is that it has regard for an applicant's connection with the surrounding area for which the housing has been developed.

The aim of the policy will be to enable people to remain or return to a locality, with which they have an association, relating to current or past residence, family connections, or employment, in order to contribute to the development of sustainable communities in rural areas.

The policy will apply to new rural affordable housing schemes and existing rural schemes governed by S106 planning agreements.

LETTINGS POLICY

The allocation of existing social housing stock will continue to be governed by the allocation criteria contained within the Common Housing Register. It should be noted that this criteria is based on housing need assessed by a points system which includes recognition of rural connections.

Currently applicants on the Council's Housing Waiting List (*Common Housing Register*) are allocated accommodation based on their level of need, as assessed by the points system. The same allocation procedure applies to all partner Registered Social Landlords who maintain their own waiting lists and points systems.

The Rural Lettings Policy, whilst being based on the Council's and Registered Social Landlord's existing points systems, will give greater priority to applicants having a local connection.

The objectives of the Policy will be to enable applicants to move to/or remain in the locality, according to the prioritised allocation criteria, in order to:

- enable applicants, in housing need, who have a connection with the locality
- give or receive support from or to close relatives
- enable applicants to move to/or remain the locality in order to sustain or take up employment opportunities.

ALLOCATION OF ACCOMMODATION

Rural allocations will be made according to the following process:-

To ensure that the allocation of rural properties is undertaken in accordance with the above criteria, an authorised observer from the Parish Council and a Ward Member, where the housing scheme exists, will be invited to the allocation meeting to observe the process, but will have no authority to determine the specific allocations. The authorised observer and Ward Member will be present for allocations regarding Section 106 exception sites and first lets on new developments

Priority will be given to those applicants in housing need, who have a connection with the locality according to the following criteria ranked in priority order:-

- (i) living in the Parish or the designated surrounding Parishes or "catchment" areas as the principle place of residency for at least five years preceding the date of the application;
- (ii) working in the Parish or the designated surrounding Parishes or "catchment" areas for at least six months prior to the receipt of a housing application for the scheme;
- (iii) returning to live in the Parish or the designated surrounding Parishes or "catchment" areas, having lived in the area for at least five years out of the previous fifteen years;

- (iv) needing to live in the Parish or the designated surrounding Parishes or “catchment” areas in order to care for, or receive care from close relatives;
- (v) formal promise of work in the Parish or the designated surrounding Parishes or “catchment” areas;

Note: In situations where dwellings prove difficult to let, then the properties can be open to let to those in housing need, under the following prioritised criteria:

- (vi) anyone living or working in the Malvern Hills District Council area;
- (vii) anyone living in other parts of the country.

It should be noted however that the Council reserve the right to nominate applicants for rural vacancies, who do not meet the above criteria, where it is considered that the circumstances of the individual case warrant special consideration.

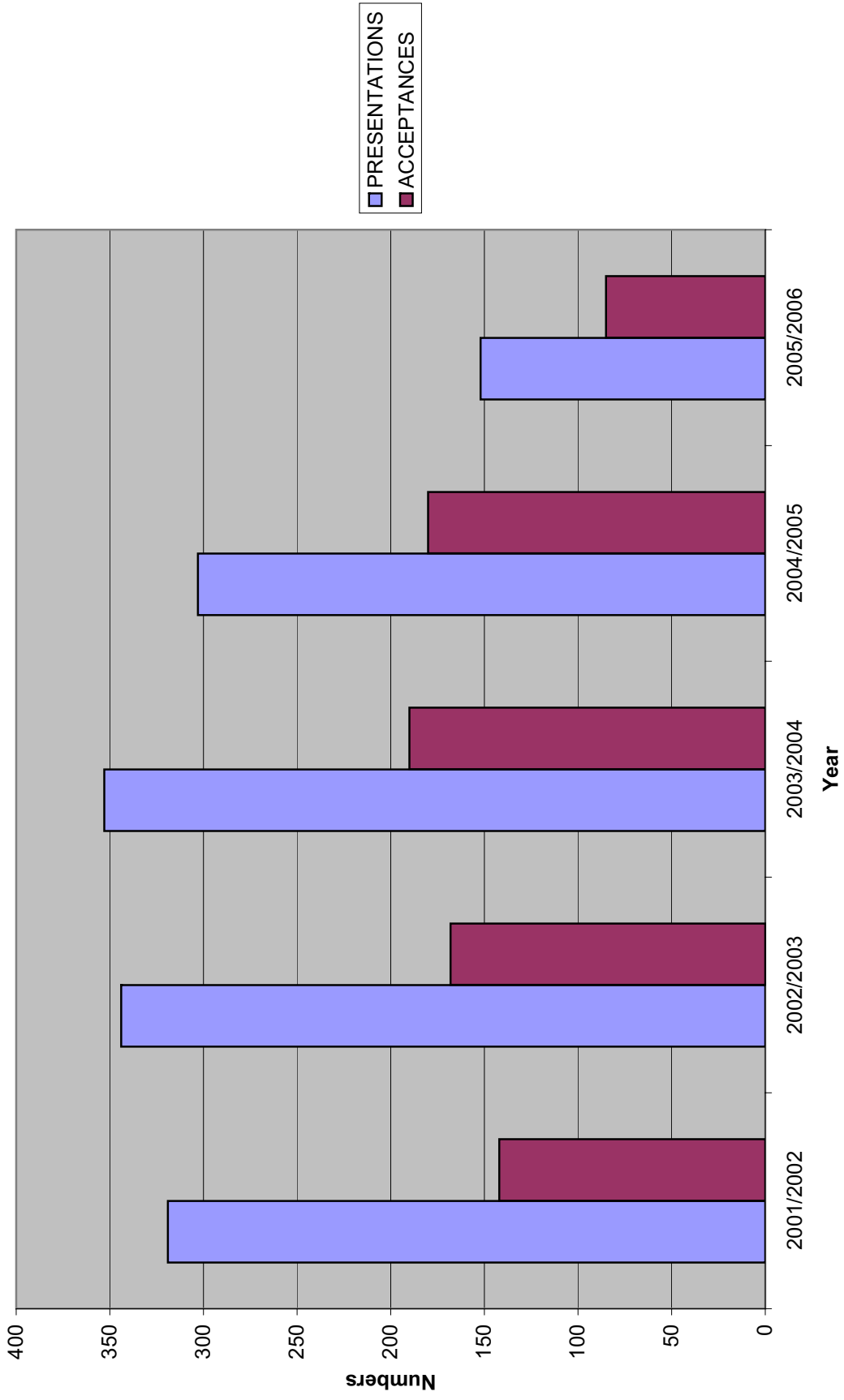
PARISH AND CATCHMENT AREA GROUPINGS

Attached to this Policy are the details of the area groupings which will be utilised in the allocation of rural affordable housing. These are recognised as guidelines and can be subject to amendment when new rural housing schemes are developed.

No.	Grouping
1.	Bushley, Longdon, Queenhill, Holdfast
2.	Eldersfield, Pendock, Berrow
3.	Castlemorton, Birtsmorton, Welland, Little Malvern
4.	Upton-upon-Severn
5.	Hanley Castle, Hanley Swan
6.	Malvern Wells
7.	Ripple, Ryall, Hill Croome, Earls Croome, Naunton, Twining (Tewkesbury Borough), Strensham (Wychavon District)
8.	Severn Stoke, Kempsey, Norton-juxta-Kempsey (Wychavon District)
9.	Powick, Newland, Madresfield, Guarlford, Callow End
10.	Leigh, Bransford
11.	Alfrick, Lulsley, Suckley, Knightwick and Doddenham
12.	Broadwas, Cotheridge
13.	Rushwick
14.	Broadheath
15.	Kenswick, Martley, Wichenford, Holt, Clifton-on-Teme
16.	Hallow, Grimley, Holt

17.	Holt, Holt Fleet (Wychavon District), Shrawley
18.	Little Witley, Great Witley, Hillhampton, Shrawley, Holt
19.	Clifton on Teme, Lower Sapey, Martley, Shelsley Walsh, Shelsley Beauchamp, Shelsley Kings, Upper Sapey (Herefordshire)
20.	Astley, Dunley, Shrawley
21.	Abberley, Pensax, Menithwood
22.	Bayton, Mamble, Clows Top (Wyre Forest District)
23.	Stockton, Stanford, Hanley William, Hanley Richard, Eastham, Lindridge, Knighton
24.	Bockleton, Kyre, Stoke Bliss
25.	Rochford, Tenbury, Burford (Shropshire)

Appendix 1 - Homeless presentations and acceptances 2001 - 2006



APPENDIX 6

Malvern Hills District Council Discretionary Housing Assistance Policy

Policy under The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002.

1. Purpose of Housing Assistance

- 1.1 Housing Assistance may be offered, in accordance with this policy, to assist with the cost of the following works.
- (a) the improvement, repair or adaptation of a home including houseboats and mobile homes. Assistance will only be available for dwellings which are subject to Council Tax.
 - (b) the demolition of a dwelling and the cost of its replacement
 - (c) the purchase of an alternative dwelling where this would be a better alternative to repairing the existing dwelling
- 1.2 The assistance will normally be in the form of financial grants known as Home Repair Grant or Landlord Repair Grant. The Council may be prepared to work with strategic partners or lending institutions to assist in the enabling of the provision of loans or loan guarantees in special financial and/or personal social circumstances and/or the provision of materials. The Council is not in a position to provide loans or loan guarantees directly.
- 1.3 The priorities and budget constraints of the Council may require different purposes for, or areas in which assistance may be given.

2. Who can apply for a Home Repair Grant?

All applicants for grant must: -

- (a) live within the district of Malvern Hills District Council
- (b) live in the dwelling as his or her only or main residence
- (c) either be the owner or tenant or licensee of the dwelling either alone or jointly with others, and
- (d) have the power or duty to carry out the works or have the owners consent to do so in writing.

3. Landlord Repair Grant

Grant aid may be available for landlords for the repair of an existing rented property or for the creation of new units to let, subject to the following criteria

- (a) the amount of grant to be 50% of the approved cost up to a maximum of £5,000 per property

- (b) nomination rights be given to the Council for five years after the grant is paid. When the property has an existing tenant, nomination rights will be required if it becomes vacant within five years of payment
- (c) where possible and practical, energy efficiency measures must be carried out
- (d) adequate central heating must be installed, if absent
- (e) the rent charged to be not above the local reference rent as set by the Rent Officer which can be increased annually by the rate of inflation
- (f) priority will be given to works for means of escape from fire and other fire precautions

4. Applications

All applications must be on a form provided by the Council and must include the following: -

- (a) full details of the proposed works, including plans and specifications where appropriate
- (b) two quotations from suitable contractors for works above £2,000 and one quotation for works below this figure
- (c) details of any professional fees or other charges appropriate to the carrying out of the works
- (d) certificate of ownership completed and signed by the applicant, or confirmation from the owner that a tenant or licensee making an application is legally occupying the dwelling and giving the owners approval for the works to be carried out
- (e) an undertaking to repay the Home Repair Grant if the applicant ceases to be the owner, tenant or licensee in accordance with paragraph 11 below
- (f) proof of savings or capital or consent to contact the appropriate agency for proof of eligibility for benefit

An application will not be considered complete until all necessary information has been received by the Council.

5. Administration Fee

An administration fee will be charged by the Council for each approved application. The amount of fee will be 7% of the cost of works plus VAT. Grant for insulation or alarms will have a standard fee of £15 plus VAT. The fee will be paid to the Council as part of the Home Repair Grant. If the approved cost of works is such that the maximum grant available will not cover the full cost of the fee, the fee will be reduced or waived so that no additional cost will be incurred by the applicant. Fees will not be levied for applications that do not receive approval.

6. Restrictions on Grant Aid

- 6.1 No grant can be given for works completed prior to formal approval of an application.
- 6.2 All grant applications will be subject to the availability of the Council's capital budget allocation for the relevant year(s).

7. Notification of approval or refusal of an application

Formal notification of approval or refusal will be sent to an applicant within six months of the submission of a complete application (See paragraph 4 above).

- 7.1 an approval will specify the amount of grant and the name of the contractor whose quotation was used in assessing the amount. If the named contractor is not used to carry out the works, formal approval must be obtained from the Council prior to an alternative contractor commencing works and additional quotations may be required.
- 7.2 a refusal will specify the reasons why the application is refused and provide details of how to make an appeal against the decision.
- 7.3 where the cost of works either increases or decreases or additional works are required, the Council may increase or decrease the amount of grant accordingly and inform the applicant in writing. The maximum grant cannot be exceeded.
- 7.4 any additional works must be agreed by the Council, prior to them being carried out.

8. Where works are carried out by the applicant

If works are to be carried out by the applicant, or a close member of their family, material costs only can be grant aided. Quotations for the provision of all materials will be required before any approval can be given. Subsequent applications for additional grant for materials will not normally be allowed. An invoice, demand or receipt, for all materials used, will be required before any payment can be made.

A person is a close member of another's family if

- (a) he or she is the spouse of that person, or
- (b) he or she and that person live together as man and wife, or
- (c) he or she is that person's parent, grandparent, child, grandchild, brother, sister, uncle, aunt, nephew or niece

9. Responsibility for the works

The Council will not accept any responsibility, under any circumstances, for omissions by the contractor or defective workmanship. A Completion Certificate confirming that the works are complete and that the applicant is satisfied with the work carried out must be submitted before any grant is paid.

10. Payment of Grant

10.1 Payment can only be made: -

- (a) if works are completed within 6 months of the date of approval or other period allowed by the Council.
- (b) if the works are carried out to the satisfaction of the Council
- (c) on production of an acceptable invoice, demand or receipt for payment for the works and any fees or charges
- (d) for works carried out by the contractor whose quotation was used in the assessment of the amount of grant and who is named on the approval, unless specific permission has been given by the Council for the employment of an alternative contractor.

10.2 Payment will normally be made directly to the contractor, on completion of the works, subject to the receipt of a Completion Certificate (See paragraph 9 above)

11. Conditions for repayment of Home Repair Grant or Landlords Repair Grant

11.1 Repayment of any grant will be required in the following situations: -

- (a) if the applicant ceases to be the owner, tenant or licensee of the dwelling before works are complete he shall repay the full amount of any grant paid, on demand by the Council
- (b) If the assistance was over £500 and the applicant ceases to be the owner, tenant or licensee of the dwelling within five years of final payment of the grant, he shall repay the full amount of any grant paid, on demand by the Council

11.2 Repayment of grant may be waived in extenuating circumstances at the discretion of the Council as determined by the Head of Housing, Revenues and Technical Services.

11.3 The requirement for repayment of the grant will be registered as a local land charge.

12. Test of financial resources and maximum amounts of Home Repair Grant available subject to paragraph 13 below

12.1 For those applicants on any of the following benefits: -

- (a) Income Support
- (b) Income Based Job Seekers Allowance
- (c) Working Tax Credit
- (d) Housing Benefit
- (e) Council Tax Benefit

the amount of grant normally available will be 100% of the approved cost of works up to a maximum of £5,000 per dwelling per annum, except in the case of insulation grants where the maximum will be £150 per dwelling per annum.

12.2 For those applicants who are not on one of the benefits specified above, but have an annual gross income of less than £13,500 and savings of less than £16,000, the amount of grant will be 75% of the approved cost of the works up to a maximum of £5,000 per dwelling per annum.

12.3 For those applicants with a gross annual income of more than £13,500 and/or more than £16,000 of savings, no grant will be available.

12.4 Savings to include all cash or other Bank or Building Society holdings and shares, premium bonds or other investments including the value of land or property except that which is the subject of the application.

12.5 Applicant's income and savings will include those of a spouse or partner living with them or other person living in the property and having part ownership.

13. Schemes for which Home Repair Grant may be available

13.1 Grants for the repair of dwellings may be available

- (a) where the repair or improvement is necessary to make the property fit for human habitation
- (b) where the works are necessary to enable the occupier to 'stay put' in their home and will be subject to paragraph 12 above

13.2 Grants for energy efficiency and heating may be available for

- (a) insulation measures for dwellings to assist in the Council's responsibilities under the Home Energy Conservation Act 1995 and to alleviate fuel poverty. Grant will not be available to persons eligible for the Government's Warm Front grants and will be to a maximum of £150 (depending on the measure) per dwelling per annum

(b) repair, replacement or provision of central heating and/or hot water systems, grant aid will not be available to persons eligible for the Government's Warm Front grants and will be subject to paragraph 12 above

13.3 Grants for alarms and key safes

Provision of telephone alarm units, key safes and any necessary ancillary equipment. Grants for the full cost will only be available to applicants on any benefit listed in paragraph 12.1 above and will be subject to the £5,000 maximum

13.4 Discretionary grants for disabled facilities adaptations

Grants for works to a dwelling to make it suitable for the accommodation, welfare or employment of the disabled occupant. These works would only be those not considered eligible under the mandatory grant provisions. Grant may also be available for works considered eligible for mandatory grant where the need for the disabled facility is urgent and would be delayed by going through the more detailed DFG application process. Grants will be subject to paragraph 12 above and to the £5,000 maximum

14. Prioritisation of Enquiries for Grant

14.1 On receipt of enquiries about grants, an explanatory letter, leaflet and enquiry form will be posted to the enquirer. The person will be required to complete the form and return it to the Housing Services, if they wish to pursue a formal application.

14.2 On receipt of the enquiry form, the eligibility of the enquirer will be assessed and, subject to eligibility, the proposal will receive consideration as prioritised by

(a) the urgency of the work required e.g. danger to the health of the occupant

(b) the ability of the enquirer to fund the work from their own resources where there is excess demand for grant over the Council's available resources

(c) the date of receipt

14.3 Subject to the above, an inspection will be arranged as soon as possible to assess the works that can be grant aided. The Council will then send a letter with the details to the enquirer including the formal application form and relevant documentation.

14.4 When the complete application has been received, this will be considered and the formal determination made. Notification of the approval/refusal will be sent to the applicant as set out in paragraph

- 15.** The Housing Assistance Policy will be reviewed by the Council on an annual basis. The review will include the following matters
- (a) the Council's overall capital funding programme
 - (b) the maximum amount of grant that may be available
 - (c) the type of works for which grant may be available
 - (d) the eligibility criteria for the grant

H/GRS/JC
30/6/03

APPENDIX 7**Energy Efficiency Results 2004 - 2005**

Data for Year 2005 -2006 Awaited

MEASURES INSTALLED	NUMBERS
CAVITY WALL INSULATION	87
LOFT INSULATION	92
DRAUGHT PROOFING	7
BOILERS	2
TRV'S	2
TOTALS	190

Low Energy Light Bulbs distributed	2,000
Advice Provided - eg Home Energy Surveys, Web site Community Group Presentation, manned exhibitions	920

Cash Leverage Generated:

Malvern Hills District Council	£375.00
Scottish Power	£41,230.00
Npower	£24,573.00
Total	£66,178

APPENDIX 8

List of Partnerships - Indicating reasons for Choice of Partners	
P - Meets MHDC Priorities	
ST - To assist with Statutory Requirements	
S - Support Functions	
B - Supports Sharing of Best Practice	
County Youth Homelessness Implementation Group	P and ST
Worcestershire Youth Homeless Partnership	P and ST
Regional Housing Homeless Strategy Forum	P and ST
Worcestershire Youth Strategy Group	P and ST
Adults at Risk	S
Teenage Health/Teenage Pregnancy Strategy Group	P
Supporting People Strategy Group	P
HECA Meetings/REACH	P and ST
Worcestershire Drugs and Housing Group	S
Better Care Higher Standards Working Group	P
County Youth Homeless Strategy	P and ST
Housing Officers Peacetime Emergency Planning	ST
Common Housing Register	P
Homeless Benchmarking Club	P and B
WEEAC Consortium	ST
County Homeless Officers Group	B
Private Sector Housing Group	P
Affordable Warmth Action Group	P
Worcs County Forum Against Domestic Violence	P
County Officers Enabling Group	P
Joint Commissioning Housing Group	P
County Rural Housing Group	P
Hereford and Worcester Chief Housing Officers Group	B

West Midlands Regional Rural Housing Network	P
Learning Disabilities Supporting People Housing Sub Group	P
South Worcs Learning Disability Housing Focus Group	P
Joint Investment Plan - Learning Disabilities	P
Home Improvement Agency Implementation Group	P
Worcestershire Telecare	P

APPENDIX 9
PROFILE OF PRIVATE SECTOR RENEWAL GRANT EXPENDITURE 2002-2006

HOME REPAIR GRANTS PAID 2002/05 AND ESTIMATED SPEND 2005/06

Type of Work	2002/03		2003/04		2004/05		2005/06	
	Number	Amount	Number	Amount	Number	Amount	Number	Amount
Alarm units and key safes	60	£ 6,417	92	£ 12,822	117	£ 14,142	21	£ 2,271
Minor repairs	13	£ 41,813	6	£ 8,631	4	£ 5,913	17	£ 50,685
Home insulation	259	£ 40,377	209	£ 27,329	229	£ 28,466	3	£ 579.00
Totals	332	£ 88,607	307	£ 48,782	350	£ 48,521	41	£ 53,535

ALL GRANTS PAID 2002-2006

Type of Grant	2002/03		2003/04		2004/05		2005/06		2006/07	
	Number	Amount	Number	Amount	Number	Amount	Number	Amount	Number	Amount
Disabled Facilities Grant	59	£ 259,982	66	£ 243,928	27	£ 114,583	38	£ 126,099	50	-
Home Repair Grant	332	£ 88,607	307	£ 48,782	350	£ 48,521	41	£ 53,535	40	-
Totals	391	£ 348,589	373	£ 292,710	377	£ 163,104	79	£ 179,634	90	-

APPENDIX 10

HOUSING CAPITAL FUNDING - FROM 2001 AND PROJECTED TO 2009

	(£ THOUSAND)									
	2000/01	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	
	Actual	Actual	Actual	Actual	Actual	Proposed	Proposed	Proposed	Proposed	
Expenditure										
Social Housing Grant (LASHG)	518	1225	683	0	0	0	0	0	0	0
Other housing (DFG & HRG)	341	365	349	275	163	335	350	360	360	360
Total	859	1590	1032	275	163	335	350	360	360	360

How Total Expenditure was financed

Capital Grants	90	106	103	134	69	165	174	180	180
Useable Capital receipts	696	1484	929	141	95	170	176	176	176
Adjustment to convert from cash to accruals	73								
Totals	859	1590	1032	275	164	335	350	356	356

Housing Capital Receipts

Repayments (ie mortgage receipts)	#	182	120	98	80	60	60	60	60
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Other forms of finance for the implementation of the Homelessness Strategy and Energy Efficiency

ODPM Funding - for Homelessness	0	0	22	22	50	50		
Energy Savings Trust - Grant Funding for Energy Efficiency Promotion	43*	43*	30	30	Nil	Nil		

*Funding for 3 years 1999-2002 £130,000

APPENDIX 11

NATIONAL AND LOCAL BEST VALUE PERFORMANCE INDICATORS - TARGETS AND OUTCOMES 2002/2007

DESCRIPTION	TARGET 2002/03	OUTCOME 2002/03	TARGET 2003/04	OUTCOME 2003/04	TARGET 2004/05	OUTCOME 2004/05	TARGET 2005/06	OUTCOME 2005/06
1 The number of domestic violence refuge places per 10,000 population which are provided or supported by the Council	9	9	9	9	9	9	9	9
2 The proportion of unfit private sector dwellings made fit or demolished as a result of action taken by Council	2%	1.44%	2%	0.32%	0.32%	0.80%	N/A	N/A
3 The proportion of private dwellings that have been vacant for more than 6 months as at the 1st April, that are returned into occupation as a result of action taken by the Council	5%	0%	5%	0%	0%	0%	3%	0%
4 The average length of stay of households that include dependent children or a pregnant woman in Bed and Breakfast	5 weeks	1 week	5 weeks	4 weeks	5 weeks	4 weeks	4 weeks	1 week
5 The proportion of homeless applications on which the Council makes a decision and issues written notification to the applicant within 33 working days	87%	96%	87%	93.50%	95%	90%	95%	95.5%
6 The average number of weeks households spent in temporary accommodation during the year (all client groups)	5	3	5	4	5	8	5	5

DESCRIPTION	TARGET	OUTCOME	TARGET	OUTCOME	TARGET	OUTCOME	TARGET	OUTCOME
	2002/03	2002/03	2003/04	2003/04	2004/05	2004/05	2005/06	2005/06
7	30 days	29 days	30 days	44 days	40 days	35 days	30 days	35 days
	The average time to permanently rehouse homeless applicants							
8		344		353	300	303	286	152
	The total number of homeless presentations							
9	None Set	168	None Set	190	150	180	150	85
	Total number of accepted homeless presentations							
10	New indicator	No data available	New Indicator	No data available	85%	79%	95%	100%
	Number of persons satisfied with the homeless service							
11		531		574	600	533	600	347
	Numbers of people enabled to stay in own accommodation as a result of help provided							
12			30	29	35	49	70	89
	Number of new affordable units for rent and home ownership							
13	New Indicator	No data	New Indicator	No Data	Between 1 and 10	2	Between 1 and 10	4
	Number of rough sleepers on a single night							
14	New Indicator	No Data	New Indicator	No Data	100% Improvement	50% Improvement	100% Improvement	8.3% Improvement
	% change in the average number of families which include dependent children or a pregnant woman, placed in temporary accommodation compared with the average from the previous year							

	<p>downsize without the need to move away from the village. There is concern over the number of very large houses that are built which do little to serve the needs of the community. There are many owner occupiers who wish to remain in the village but can no longer manage the size of their present houses and gardens and the needs of these people who have contributed much to the village over many years should be considered.</p>
<p>Kempsey Parish Council</p>	<ul style="list-style-type: none"> • There is need for a small amount of affordable housing within the settlement boundary and not on exception sites. The Barker Report shows that there was more available housing in 2001 than there was in 1991. • The Parish Council have concerns that the existing sewage system within the village is not capable of servicing any additional properties. Therefore, they would like to see a joined up plan showing the capacity of the existing sewage system and the state of the existing education, health and public transport facilities. • It is noted that the impact of the Regional Spatial Strategy on the future development of the City of Worcester remains to be decided and its potential impact on Malvern Hills District Council territory could be significant. • Strong emphasis is placed on Affordable Housing, but it is not clear how the strategy will be enforced. The requirement for 50% affordable housing where more than 4 dwellings are proposed may be easily avoidable by developers seeking 4 units on a site that could support more units; or by developers choosing to build 4 units on a site which might bar entry to a backland site which could sustain affordable housing. • Although registers will be kept of land within settlement areas suitable for affordable housing, these cannot be published for commercial reasons. • The conclusion is therefore that much more reliance will have to be placed on rural exception sites. The strategy document forecasts a rising demand for affordable housing. • There is a strong plea for Parish Plans that 'highlight issues within local communities that warrant future action' and for Parish Housing Needs Surveys. Parishes are urged to work with the Rural Housing Enabler. The Parish Council welcome the undertaking to take note of these parish activities. • In Part 3 (3.5) the Parish Council ask that Brookend Farm is included as an employment site. • The Parish Council note that Asylum seekers and refugees may apply to be included on the open Common Housing Register. • Malvern Hills District Council has a target of April 2007 to develop a Gypsy and Traveller Strategy. The Parish Council need to have visibility of this process.

	<p>responses were in favour.</p> <ul style="list-style-type: none"> • The Housing survey produced for the PC by Mr Saunders noted a housing need of 10 homes of varying sizes, plus 6 rentable properties required.
Centrepoint	<ul style="list-style-type: none"> • The need for more affordable housing for young people within Malvern Hills District • The provision of additional emergency accommodation and move on accommodation, which is supported and accessible. Also additional emergency accommodation may be supplied via the development of a South Worcestershire Nightstop. (Development work is already being undertaken in this area). • The need for more preventative work to reduce the number of young people who present as homeless. This might include the provision of intergenerational mediation services, and peer education programmes. • The need for more reliable statistical evidence of the housing and support needs of young people, that is consistent with the other districts in Worcestershire.
Marches Housing Association	<ul style="list-style-type: none"> • We remain acutely aware that the shortage of supply of affordable housing, particularly in rural areas, and the challenges of providing solutions to address this will form a key part of the Housing Strategy. • The Countryside Agency's publication, 'Trends in rural services and social housing 2003-2004', dated February 2005, provides broader information and tries to link affordable housing to other pressures affecting rural communities.
Shelter	<ul style="list-style-type: none"> • It is very pleasing to note the Council's commitment to reducing homelessness and to having met the Government's target on B&B use in 2004/05.
Neighbouring Councils Wyre Forest DC Touchstone - Worcestershire County Council	<ul style="list-style-type: none"> • The strategy looks good and we support your approach. • A big problem for the County Council is the impact of homelessness on our client group. There are only 15 supported flats in Malvern for our clients and very little throughput, which can create problems when someone with significant risk history is involved. • How to ensure Community safety in partnership, dealing with anti social behaviour. • Drugs-related problems and the difficulties this brings. Some of our clients are easily exploited by the criminal class and are targeted by them as easy prey.
Tenbury Town Council	<ul style="list-style-type: none"> • Although Tenbury is in the RRZ, it has not gained market town funding and is unlikely to do so in the future since it is bottom of the third tier of this initiative and therefore future grants arising from RRZ input is questionable. • The installation of solar panels and the recycling of rainwater should be seriously considered for all new-build. As should the use of non-toxic

<p>Shrawley Parish Council</p>	<ul style="list-style-type: none"> • Development needs to be appropriate and proportionate • Lack of low cost housing • Business Development needs to be sited appropriately • On-road parking is a hazard • Unscreened high walls • The Parish Council will be critical of any proposal that has an adverse effect on the skyline, eg. Wind farms, mobile home expansion and aerals. •
<p>Mr R Barnes - Suckley Parish Councillor</p>	<ul style="list-style-type: none"> • Suckley has one brown field site – of only two in the district. The site has been mooted as a possible site for affordable housing during discussions at the Parish Council. • Any affordable housing scheme within the Suckley area should be centred on the possible brown field option. •
<p>Guarlford Parish Council</p>	<ul style="list-style-type: none"> • Guarlford Parish Council has already supported MHDC Draft Local Plan in its exclusion of land east of Malvern towards Guarlford for further development. The PC feels that sufficient new housing should be available on the Brown Field site – DERA North Site – to satisfy housing demands for the foreseeable future.
<p>The Shelsleys Parish Council</p>	<ul style="list-style-type: none"> • In answer to Alan Saunders’ survey question, “Would you support a small affordable housing scheme in the village for local people?” 61% of responses were in favour. • The Housing survey produced for the PC by Mr Saunders noted a housing need of 14 homes of varying sizes, plus 4 rentable properties required.
<p>Rushwick Parish Council</p>	<ul style="list-style-type: none"> • The main issue for our PC is the provision of low cost affordable homes. The preference of developments to build 4/5 bedroom detached homes is wasteful of scarce land resources and does not fit the needs of our Parish. Therefore such developments should be discouraged as a firm matter of planning policy. • Affordable housing is best provided by a housing association, where the flexibility of part purchase and renting is more available.
<p>Birtsmorton Parish Council</p>	<ul style="list-style-type: none"> • The PC has noted that cottages in rural areas are being bought and then extended, which increases the value of the property, meaning local first-time buyers cannot stay in the area. As land for low cost housing is not available, a restriction on extensions should be applied so that a cottage remains in-keeping with the village street scene.
<p>Clifton upon Teme Parish Council</p>	<ul style="list-style-type: none"> • In answer to Alan Saunders’ survey question, “Would you support a small affordable housing scheme in the village for local people?”, 64% of

	sustainable materials.
Other respondents	
South Worcs. PCT	<ul style="list-style-type: none"> • The MHDC Housing Strategy is very accessible and easy to read, providing a concise summary of the national and local context in which the strategy is located. The PCT particularly welcomes the identification, as a major objective in the strategy, of the development of closer links with the health and social care sectors. • The PCT believes that greater use should be made of Section 106 Agreements to ensure that health and social care services are enabled to keep pace with the demands that new developments place upon them. There is a precedent of investing Section 106 monies in local education but not as yet local healthcare provision. • Local Housing Market - The PCT supports the drive to secure a greater volume of affordable housing in the District, both for its patients and their families and potential key workers as well. The PCT would welcome any needs assessment around key worker housing. • Affordable Housing in Rural Areas – The PCT notes the good progress already being made and supports objectives set in the strategy for sustainable rural communities. The health impacts of in- and out-migration in rural areas are well known. • Homelessness and Teenage Pregnancy – The MHDC Housing Strategy shows strong leadership in the implementation of local measures to address these issues. • Private Sector Housing Renewal - The PCT sees energy efficient warm homes as a major health-promoting resource. In the development of a Private Sector Housing Strategy in 2006, will there be opportunities to develop more energy-efficient properties in the private sector? Older properties are often hard to upgrade with effective insulation and may not be built with cavity walls. • The PCT would like to know what additional powers will be given to the DC in terms of control of Mobile Home sites under the new clauses in the Housing Bill, since they are mainly occupied by older people and would therefore create clusters of particular health need. • The existing level of collaboration between housing, health and social services must be maintained with regular/renewed involvement of local NHS. • Areas of common health and social need like Pickersleigh demand not just an integration of strategies but an integration of services if they are to raise their levels of achievement and aspiration. As a first step, the PCT suggests that the draft Housing Strategy incorporates a significant joint training and development programme in the District for housing and health professionals. (to include GPs, Practice Nurses, Health Visitors and District Nurses).
John Goodwin Chartered Surveyors	<ul style="list-style-type: none"> • The area has become relatively expensive in housing terms, yet remains largely low in average income. First time buyers find it almost impossible to find affordable housing. The small number of schemes proposed at national level are not making much progress and we feel are unlikely to solve the problem. Introduction of subsidies just supports existing system and if the local area is concerned about the availability of affordable housing, then more thought must be given to availability of land for development geared to such a use.

	<ul style="list-style-type: none"> • The introduction of a quota of social housing on most development schemes is not helpful. • Most developments in this area now are relatively small scale, making it almost impossible to contemplate allocation of a smaller number of units, which should be reserved for affordable housing. E.g. On a small development of 20 retirement bungalows it is very difficult to contemplate how a developer would provide an element of affordable units and we believe it remains unclear as to how 'affordable' is defined. • The planning process remains very slow and not conducive to positive planning, which suggests that planning for the post 2010 structure plan should really be starting next year. • The supply of private rented accommodation has increased significantly over the last 5 years. This has helped address the difficulties associated with lack of affordability. • Projected levels of new building for the area seem to be inadequate to cope with the expected demand for property in all sectors and in all price ranges. However the existing infrastructure can only cope with certain levels of additional development, before the problems of congestion, transportation, road network, parking, schooling, hospitals etc become major issues.
<p>Worcestershire County Forum Against Domestic Violence</p>	<ul style="list-style-type: none"> • 6.34 - Asylum seekers and refugees – it is encouraging to see the commitment by the council to remain open to the consideration of needs of this minority group. I am very aware of the difficulties and dilemmas posed to local women service providers for women of vulnerable immigration status, fleeing a violent partner and having no recourse to public funds. A number of refugees are unable to accommodate women in these circumstances, despite some assistance from Supporting People. I would appreciate being updated with any positive developments regarding this concern. • 8.51 - Equality and access to information and services – I am meeting with a colleague from Social Services soon to discuss the production of a mainly pictorial information leaflet on domestic violence for individuals with a learning impairment. This will become a countrywide resource.

APPENDIX 13

AFFORDABLE HOUSING LASHG AND ADP SPEND 1995-2005

	1995/1996		1996/1997		1997/1998		1998/1999		1999/2000	
	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid
LASHG	147	£ 3,098,215	75	£ 896,361	126	£ 1,520,944	40	£ 812,543	97	£ 990,063
ADP	36	£ 628,214	54	£ 686,638	36	£ 411,873	18	£ 66,370	55	£ 811,556
TOTALS	183	£ 3,726,429	129	£ 1,582,999	162	£ 1,932,817	58	£ 878,913	152	£ 1,801,619

	2000/2001		2001/2002		2002/2003		2003/2004		2004/2005	
	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid	Number Completed	Amount Paid
LASHG	18	£ 518,698	29	£ 159,154	41	£ 697,727	8	£ 470,332	0	£ -
ADP	34	£ 492,839	28	£ 407,501	33	£ 1,455,787	28	£ 245,779	67	£ 2,202,802
TOTALS	52	£ 1,011,537	57	£ 566,655	74	£ 2,153,514	36	£ 716,111	67	£ 2,202,802

OVER 10 YEARS		Number Completed	Amount Paid
LASHG		581	£ 9,164,037
ADP		389	£ 7,409,359
TOTALS		970	£ 16,573,396

APPENDIX 14

HOUSING SERVICES - SPECIFIC MONITORING MECHANISMS

REPORTING MECHANISM	MONITORING BODY	FREQUENCY OF REPORTING
Housing Services staff checking performance against targets	Line Manager	Weekly and monthly
Individual supervision and Performance Review and Development meetings	Line Manager	Ongoing supervision 6 monthly PR and Ds
Collation of BVPI and Local Performance collation Indicator data	Best Value Performance Team	Monthly, quarterly and annually
BVPIs and Local Performance information	Chief Executive and Portfolio holders Overview and Scrutiny Commission and Audit Panel	Monthly
Performance review meetings with Agents	Housing Services	Quarterly
Reports on social housing development, Agency Service performance and private sector renewal	Executive Committee Full Council	Monthly
Report on Council's progress under the Home Energy Conservation Act	Government Executive Committee	Annually Monthly
Review of the Homelessness Strategy Action Plan	Homelessness Strategy Focus Group	Six monthly
Submission of Capital reports	Strategic Director and Leader's Liaison Group	Monthly
Budget monitoring	Budget holder groups	Quarterly
Service Performance review meetings	Portfolio holder	Monthly
Liaison meetings with RSL partners to review performance with regards development and operational issues	MHDC	Two monthly

Feedback from Customers	Housing Services Executive Committee	Weekly Annually
Assessment of Homelessness review and Strategy	Government Office for the West Midlands	One off 2004
Housing Strategy and Housing Investment Programme Returns	Office of the Deputy Prime Minister	Annually
Homelessness Grant monitoring	Office of the Deputy Prime Minister	Quarterly
Homelessness Statistical returns	Office of the Deputy Prime Minister	Quarter
Risk Assessments	Submitted with each report to Executive Committee	Monthly
Planning and Land availability statement	Office of the Deputy Prime Minister	Quarterly
Best Value Reviews - Housing Benefit and Planning Services	Audit	One review carried out Planning Services - 2005 Housing Benefits -
Review of Agency Services	Policy Development and Review Panel	2004