

**ACTION PLAN 1 - TO INCREASE THE NUMBER OF AFFORDABLE HOUSING UNITS  
WITHIN A BALANCED HOUSING MARKET**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICER/S</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
Enable the delivery of Delivery of ADP funded programmes to provide 314 additional units by 2009	Delivery of 12 Affordable Units by March 2006 90 by March 2007 24 by March 2008	Head of Housing Housing Manager Housing Enabling Officer	Partner RSLs Housing Corporation	Approved Housing Corporation allocation of £6.6m for 2004/05 and 2005/06. Future Housing Corporation funding. Use of Council owned land.	By Housing Services Team Affordable Housing Review Panel Best Value Review Team
Delivery of up to 50% affordable housing within private developments	Delivery of 11 by March 2007 Delivery of 31 by March 2008 Delivery of 30 by March 2009	Head of Housing Housing Manager Housing Enabling Officer	Private developers Partner RSLs Housing Corporation	Use of commuted sum (£164,000) Planning and housing staff time	By Housing Services Team Affordable Housing Review Panel Best Value Review Team
Support bids by RSLs to Housing Corporation	Ongoing annual commitment	Housing of Housing Housing Manager Housing Enabling Officer	RSL Partners Housing Corporation	Housing Corporation Capital Programme	By Housing Services Team

**REVISED – FEBRUARY 2006**

**ACTION PLAN 2 – TO IMPLEMENT THE HOMELESSNESS STRATEGY AND TO PROVIDE A SENSITIVE SERVICE FOR HOMELESS CLIENTS.**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICERS</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
Fully implement Homelessness Strategy Action Plan by 2008	Complete 80% of Actions by March 2006 Complete 90% of Actions by March 2007 Complete 100% of Actions by March 2008	Housing Manager	Council's Agents RSL Partners Local Stakeholders	ODPM Grant Funding £50,000 per annum Staff time	Housing Services Team Homelessness Strategy Focus Group
Review and monitoring Homelessness Strategy's Progress	Carry out an annual review of Action Plans and progress 2006 - 2008	Housing Manager	Council's Agents RSL Partners Local Stakeholders	Staff time	Housing Services Team Homelessness Strategy Focus Group
Develop Homelessness Prevention Strategy during 2006	Produce draft Homelessness Strategy by June 2006 Produce Final draft for consultation by December 2006	Housing Manager Homelessness Prevention Officer	Council's Agents RSL Partners Local Stakeholders	Staff time	Homelessness Prevention Strategy Focus Group

<p>Cease use of B &amp; B as temporary accommodation for families and pregnant households for no more than 4* weeks except in an emergency –</p> <p><b>National BVPI 183</b>  <b>*Note: this is below Government target of 6 weeks</b></p>	<p>On track to meet target for year end March 2006  Achieve target for year end 2007  Achieve target for year end 2008  Achieve target for year end 2009</p> <p>To hold bi annual Landlords Forum and to encourage Private Sector landlords to provide accommodation for homeless persons in place of Bed and Breakfast  To work closely with RSL partners in order to that RSLs provide accommodation for homeless persons in place of Bed and Breakfast</p>	<p>Housing Manager  Housing Manager  Homelessness Prevention Officer</p> <p>Housing Manager  Homelessness Prevention Officer</p>	<p>Council's Agents  RSL Partners  Private landlords  Council's Agents  RSL Partners  Private landlords  Housing Manager</p>	<p>ODPM Grant £10,000 to finance  <b>Spend to Save Initiatives</b></p> <p>ODPM Grant £10,000 to finance  <b>Spend to Save Initiatives</b></p>	<p>Housing Services Team  Best Value Performance Team  ODPM Quarterly monitoring</p> <p>Housing Services Team</p>
<p>To carry out Rough Sleepers estimate as per Government requirement</p> <p><b>National PI</b></p>	<p>Ongoing analysis being carried out annually</p>	<p>Housing Manager</p>	<p>Voluntary and Statutory Organisations  Parish Councils</p>	<p>Staff time</p>	<p>Housing Services Team  Best Value Performance Team  ODPM Quarterly monitoring</p>
<p>To ensure that all homeless decisions are made within 33 working days</p> <p><b>Local Housing PI</b></p>	<p>Year 2004/05 - 90% of decisions made within 33 days  Year 2005/06 - on target to reach 100% of decisions within 33 days</p>	<p>Housing Manager</p>	<p>Council's Agents</p>	<p>Staff time</p>	<p>Housing Services Team  Quarterly reports to Executive Committee  Best Value Performance Team</p>

<p>To permanently rehouse homeless acceptances under a target time of 40 days</p> <p><b>Local Housing PI</b></p>	<p>Year 2004/05 - rehousing took 35 days Year 2005/06 –estimated rehousing time 53 days</p>	Housing Manager	Council's Agents	Staff time	Housing Services team Quarterly reports To Executive Committee Best Value Performance team
<p>To carry out research into Homelessness within the District</p> <p><b>(Action was part of Homelessness Strategy Action Plan)</b></p>	<p>First focus group meeting held in December 2005 Draft working brief for Consultants to be ready by Mid February</p> <p>Go out to tender by April'06 Study to be completed by December'06</p>	Housing Manager Homelessness Prevention Officer	Stakeholders Voluntary and Statutory bodies	ODPM Funding circa £20,000	Homelessness research project group
<p>Launch of Malvern Hills Nightstop Service</p> <p><b>(Action under Homelessness Strategy)</b></p>	<p>Procedures and protocols to be drawn up by April 2006 Nightstop co-ordinator to be appointed by June 2006 Host families to be recruited by Summer 2006</p>	Housing Manager Homelessness Prevention Officer	MHYYAT FOYER	ODPM Funding circa £10,000	Nightstop Project Group
<p>To ensure that service users are consulted on the way in which their homelessness application was dealt With</p> <p><b>Local Housing PI</b></p>	<p>Year 2004/05 - 89% of service users satisfied with service provision Year 2005/06 – estimate 100 % of service users satisfied with service provision</p>	Housing Manager	Councils Agents	Staff Time	Housing Services Team Best Value Team Quarterly monitoring reports to Executive Committee
<p>Review of homeless prevention services to be carried out.</p>	<p>By October 2006</p>	Housing Manager	Council's Agents	Staff time	Housing Manager

Carry out annual Housing Needs Assessment Update Carry out annual Parish Housing Needs Surveys	Carry out 5 Parish Surveys year end 2006 Carry out 5 Parish Surveys year end 2007 Carry out 5 Parish Surveys year end 2008 Carry out 5 Parish Surveys year end 2009	Head of Housing Housing Enabling Officer Rural Housing Enabling Officer	Parish Councils Planning colleagues RSLs	Rural Housing Enabler Funded by Community First with office and Administrative support being provided by MHDC	Housing Services Team Quarterly monitoring reports to Executive Committee
Contribute to the role of County Rural Enabling Officer	Ongoing commitment	Head of Housing Housing Enabling Officer	Community First Wychavon DC	Post Funded by Community First	By Housing Services Team
Increase the number of opportunities for access to at least 112 affordable homes through initiatives including:- a. Homebuy b. Rent Deposits c. Housing Grants d. Spend to Save initiatives	Delivery of 40 opportunities by March 2006 Delivery of 44 opportunities by March 2007 Delivery of 45 opportunities by March 2008 Delivery of 50 opportunities by March 2009	Head of Housing Housing Manager Housing Enabling Officer	Partner RSLs Housing Corporation Private Sector Landlords Councils Agents	Use of £5,000 per annum from ODPM homelessness Grant Housing Corporation Capital Programme Housing Capital Programme for Renovation Grants (use of £45,000 Discretionary Grant assistance budget Staff time	By Housing Services Team

Identify empty properties within the 10 properties back into use by 2009	Bring 1 property back into use by March 2006 Bring 2 properties back into use by March 2007 Bring 3 properties back into use by March 2008 Bring 4 properties back into use by March 2009 Review empty property data base annually	Head of Housing Housing Manager Housing Enabling Officer	Partner RSLs Private Landlords Council's Agents Council Tax	Use of £5,000 per annum from ODPM homelessness Grant Council's Housing Capital Programme for Renovation Grants Use of total £45,000 Discretionary Grant assistance budget Staff time	By Housing Services Team
Ensure we receive 100% nomination rights to private sector stock where landlords grants been given	100% Nomination rights per annum up to 2009 where nominations rights exist	Housing Manager	Private Sector landlords Council's Agents	Staff time	By Housing Services Team
Ensure we receive 50% nomination rights to RLS stock (100%) where S106 Agreements are in place	Allocation of 50% nations nomination rights per annum 2005 to 2009	Housing Manager Council's	Partner RSLs Council's Agents	Staff time	By Housing Services Team Quarterly monitoring reports to Executive Committee
Introduction of Choice Based lettings Scheme throughout the district by Jun-06	Support bid to ODPM for funding to implement CBL scheme in 2006	Housing Manager	Partner Local Authorities Partner RSLs Council's Agents	ODPM Funding (not yet known) Staff time	By Housing Services Team

**ACTION PLAN 3 - MEET THE HOUSING NEEDS OF ALL COMMUNITIES BY INCREASING THE RANGE OF HOUSING OPTIONS, KNOWN AS 'PATHWAYS OF CHOICE'**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICER</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
(i) Meet the housing needs of BME communities etc etc (ii) Ensure quality of access to information and services (iii) Ensure that information about the Council and its housing services is available.	CORE Monitoring by Elgar Housing Association of the CHR (ii) Council has achieved Local Government level one Equalities standard (iii) Customer Service Centre provided detailed information. Website provides information with Ethnic signposting (iv) Level two accreditation to be achieved by 31st March 2006 (v) Level three accreditation to be achieved by 31st March 2006 (vi) All Housing information leaflets can be accessed by all BME groups	HOUSING MANAGER	RSLs, EHA CUSTOMER SERVICE CENTRE	In house Staff time Consultant's time allocated To Council	(i) CORE Monitoring by EHA (ii) Review of Web site and written information carried out on annual basis
(i) Meet the housing needs of asylum seekers and refugees seeking to live in the district in etc etc....	Annual CORE monitoring by EHA of the CHR and allocations	Housing Manager	RSLs, ELGAR HOUSING ASSOCIATION	Staff time	(i) CORE Monitoring (ii) Government

					Homeless Returns (iii) Report to Council's Executive Committee as applications are received by government agencies

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**ACTION PLAN 4 - IMPROVE THE STANDARDS OF PRIVATE HOUSING**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICERS</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
Further develop elements of research base initiated by the Regional Housing Strategy to provide comprehensive information on stock condition by Sep-06	Carry out Stock Condition Survey in 2008/09	Housing Manager Housing Enabling Officer EHO (Housing)	Private landlords, Property Agents, Worcestershire LAs	Staff Time	By Housing Services Team
Use current data and Benefit and Council tax records to assist in the implementation of the new Housing, Health and Safety Rating System (HHSRS) as part of the Council's enforcement role	Review current data base annually	Housing Manager Housing Support Officer EHO (Housing)	Council Tax Department Private Landlords Property Agents	Staff time	By Housing Services Team
Carry out Audit of properties within the District where there are significant hazards under the HHSRS	To be carried out in 2008/09	Housing Manager EHO (Housing)	Council Tax Department	Staff time	By Housing Services Team

<p>Implementation of changes under the Housing Act 2004</p> <p>Maintain HMOs to minimum statutory requirements of repair and management</p> <p>Implement the new Housing, Health and Safety Rating System as part of the Council's enforcement role</p>	<p>Develop Service Level Agreement with Worcester City Council with regard Implementation of a statutory HMO Licensing scheme by April 2006.</p>	<p>Housing Support Officer Head of Housing Housing Manager EHO (Housing)</p> <p>Housing Manager EHO (Housing)</p>	<p>Private Landlords Property Agents Worcester City Council Private Sector</p>	<p>Staff time</p> <p>Staff time</p>	<p>By Housing Services Team</p> <p>By Housing Services Team</p>
<p>All RSL properties to achieve 'Decent Homes Standard by 2010'</p>	<p>Carry out Audit with RSLs re current Decent Homes Standard by April 2006</p> <p>Monitor and review on an annual basis</p>	<p>Housing Manager EHO (Housing)</p>	<p>RSLs</p>	<p>Staff time</p>	<p>By Housing Services Team</p>
<p>Vulnerable households in the private sector should be living in decent homes by 2020</p>	<p>65% of vulnerable households in private sector should be living in decent homes by 2006 Monitor and review target 2006</p> <p>Monitor and review target on an annual basis up to 2009</p>	<p>Housing Manager EHO (Housing)</p>	<p>Private Sector</p>	<p>Staff time</p>	<p>By Housing Services Team</p>

To ensure that at least 75% of the Council's discretionary grant assistance will be available each year will be targeted at vulnerable households in the private sector occupying non decent homes	Monitor and review target on an annual basis up to 2009	Housing Manager EHO (Housing)	Private Sector	From a total Private Sector Housing budget of £60,000	By Housing Services Team
Review of Private Sector Housing Assistance Policy and maintain user satisfaction	Policy reviewed and amended in January 2006 Review and update by December 2006 and review an annual basis Allocate 50 DFGs Allocate 40 HRGs Maintain 100% user satisfaction	Housing Manager EHO (Housing) Housing Support Officer	Government Office Users of service	As Above	By Housing Services Team
Develop Private Sector Renewal Strategy	Produce Draft Strategy for Consultation to Partners by December 2006	Housing Manager EHO (Housing)	Private Sector Local Authorities	Staff time	By Housing Services Team
Increase energy efficiency improvement at a rate of 2% per annum to reach total energy efficiency target of 30% by 2012.	Achieve 2.0% target minimum annually until target of 30% is achieved  2004/05 – 2.4% Efficiency Achieved  Report HECA outputs to DEFRA on an annual basis	Housing Manager	Warwickshire Energy Efficiency Advice Centre (WEEAC) Local Installers of Energy Efficiency Measures HECA Consortium Home Energy Conservation Group	As Above	By Housing Services Team Annual reports to Executive Committee DEFRA

End Fuel Poverty for all vulnerable households by end of 2010	Enable 150 insulation energy Efficiency grants per annum	Housing Manager	Local Installers of Energy Efficiency Measures RSLs Private Sector	As Above	By Housing Services Team Reports to Executive Committee
	Monitor and review County Affordable Warmth Strategy on an annual basis	Housing Manager	County Affordable Warmth Strategy Working Group WEEAC	Staff time	By Housing Services Team
Hold Biannual Landlords' Forums to encourage empty properties back into use	Hold Landlords Forum in May 2006 Hold Landlords Forum November 2006	Housing Manager EHO (Housing) Housing Support Officer	Private Sector Landlords Private Sector Agents Elgar Housing Association	Staff time	By Housing Services Team
Liaise with private sector landlords in respect of allegations of notification of alleged illegal eviction and harassment give appropriate legal advice and guidance within 3 days of complaint	Monitor and review incidences and response times annually	Housing Manager Housing Support Officer	Legal Services Department Elgar Housing Association Community Safety Team Local Police	Staff time	By Housing Services Team

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**ACTION PLAN 5**

**– EMPTY HOMES STRATEGY – TO MAKE THE BEST USE OF EXISTING UNUSED HOUSING SUPPLY IN MEETING THE NEED FOR AFFORDABLE HOUSING AND IMPROVE THE EXISTING BUILT ENVIRONMENT.**

**NOTE: Linkages with Action Plan - Affordable Housing**

PROPOSED ACTION	MILESTONE	RESPONSIBLE OFFICERS	PARTNERS	RESOURCES	HOUSING ARRANGEMENTS
Create an accurate data base on the number of empty homes and implement monitoring measures to assess the number of properties that have been brought back into use	<p>Mailshot to all owners of empty properties carried out in 2005</p> <p>Data base created and contact made with all owners of empty properties and private landlords. 18 expressed an interest in bringing properties back into use and 25 expressed an interest in participating in Landlords Forum</p>	<p>Housing Manager Housing Support officer EHO (Housing) Housing Enabling Officer</p>	<p>EHA Private landlords/owners Private Sector Agents RSLs Council Tax Staff</p>	Staff time	By Housing Services
Undertake an annual campaign in order to raise awareness of the issues of empty homes in order to develop a commitment to Working with partners, develop a commitment to identifying and restoring vacant properties to meet housing need	Carry out an annual review of data base 2006 - 2009	<p>Housing Manager Housing Support Officer</p>	All Partners listed above	Staff time	By Housing Services

Reduce the number of long term empty homes and bring 10 properties back into use by 2009	Bring 1 property back into use by March 2006 Bring 2 properties back into use by March 2007 Bring 3 properties back into use by March 2008 Bring 4 properties back into use by March 2009	Housing Manager	All Partners listed above	Use of £5,000 ODPM	By Housing Services
Examine feasibility of introducing Private Sector Leasing Arrangements within the District especially with regards 'Homes above Shops'	Undertaken feasibility study by December 2006	Housing Manager Housing Enabling Officer	RSLs Private Sector landlords Private Sector Agents	Staff time	By Housing Services
Update and revise the Empty Homes Strategy  BVPI 64 – VACANT DWELLINGS BROUGHT BACK INTO USE	Revised Strategy in draft by December 2006 Consultation by April 2007 Revised Strategy by July 2007	Housing Manager EHO (Housing)	Private Sector landlords Private Sector Agents RSLs	Staff time	By Housing Services

**ACTION PLAN 6 – To work in the County-wide Supporting People partnership to deliver a programme that:**

- i) Provides quality of life and promotes independence.**
- ii) Ensures that services are high quality, strategically planned, cost effective and complement existing care packages, and**
- iii) Ensures that the planning and development of services is needs-led.**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICER/S</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
Make our neighbourhoods safer (addressing crime, community safety and anti-social behaviour)	<p>Council officers are members of the County-wide Supporting People partnership, at Commissioning Body level and Strategy Group level. County wide research undertaken relating to demand and client groups.</p> <p>Formal adoption of the Strategy by April 2006. Supporting People actions are monitored by the Supporting People Commissioning Body and Strategy Group.</p>	Head of Housing, Revenues & Technical Services; Housing Manager; Community Safety Section.	Other Worcestershire Local Authorities, Social Services, PCTs and Probation	£1,28m is paid to 16 providers of services assisting over 800 clients. It is anticipated that this level of support will continue in future years	Supporting People Strategy for 5 years to 2010 guides all investment and policy direction. Officer membership of the Supporting People Commissioning Body will continue to 2009.
Address homelessness (preventing homelessness and in particular repeat homelessness and supporting women at risk of domestic violence)	Council officers are members of the County-wide Supporting People partnership, at Commissioning Body level and Strategy Group level.	Housing Manager, Elgar Housing Association Homeless section.	Supporting People Team Elgar Housing Association staff	ODPM funding of £50,000 per annum. Staff time.	Supporting People Strategy for 5 years to 2010 guides all investment and policy direction. Officer membership of the Supporting People Commissioning Body will continue to 2009.

<p>Tackle substance misuse (alcohol and drugs)</p>	<p>Council officers are members of the County-wide Supporting People partnership, at Commissioning Body level and Strategy Group level.</p> <p>Formal adoption of the Strategy by April 2006. Supporting People actions are monitored by the Supporting People Commissioning Body and Strategy Group.</p>	<p>Housing Manager, Elgar Housing Association Homeless section. Met from base revenue budget and from the Supporting People grant administered by the Worcestershire County Council</p>	<p>Supporting People Team Substance Misuse Team Local support groups</p>	<p>Staff time Supporting People funding</p>	<p>Supporting People Strategy for 5 years to 2010 guides all investment and policy direction. Officer membership of the Supporting People Commissioning Body will continue to 2009.</p>
<p>Provide support to older people or people with disabilities to maintain independence.</p>	<p>Council officers are members of the County-wide Supporting People partnership, at Commissioning Body level and Strategy Group level.</p> <p>Formal adoption of the Strategy by April 2006. Supporting People actions are monitored by the Supporting People Commissioning Body and Strategy Group.</p>	<p>Head of Housing, Revenues &amp; Technical Services; Housing Manager; Community Safety Section.</p>	<p>Social Services PCTs Voluntary agencies Worcestershire TeleCare</p>	<p>DFG and HRG budgets Supporting People funding Staff time</p>	<p>Supporting People Strategy for 5 years to 2010 guides all investment and policy direction. Officer membership of the Supporting People Commissioning Body will continue to 2009.</p>

**ACTION PLAN 7 - TO MEET THE HOUSING AND SUPPORT NEEDS OF OLDER PEOPLE**

- i) Ensuring services which promote independence and are responsive to all older people's needs and preferences.
- ii) Ensuring that information and advice are accessible both to professionals and older people themselves on the variety of housing and support options/solutions available
- iii) Assisting other local authorities and service providers to review housing and service models in order to improve flexibility to meet changing needs, taking into account the views of older people.
- iv) Emphasising the importance of quality of housing and support services.

PROPOSED ACTION	MILESTONE	RESPONSIBLE OFFICER/S	PARTNERS	RESOURCES	MONITORING ARRANGEMENTS
The provision of 45 Disabled Facilities Grants per annum.	To complete 45 grants per annum.	Housing Manager EHO (Housing) Technical Services team.	Social Services Occupational Therapists	£290,000 capital for 2006/2007 £300,000 for each of the following years. Staff time	Executive Committee quarterly reporting on spend and activity Monthly reporting to Portfolio Holder for Housing
Through the Private Sector Housing Assistance Policy support and assist elderly persons to remain in their own homes.	To complete 40 Home Repair Grants to be given for installation of community alarms, urgent central/electrical repairs/replacements and/or keysafes pa.	Housing Manager EHO (Housing)	Social Services Energy Installers	£60,000 for 2006/07. £60,000 for each of the following years. Staff time	Executive Committee quarterly reporting on spend and activity Monthly reporting to Portfolio Holder for Housing

**ACTION PLAN 8 – HOME IMPROVEMENT AGENCY – TO REDUCE ADMISSIONS TO HOSPITAL AND REDUCE TIME IN HOSPITAL BY PROVIDING HOUSING AND COMMUNITY CARE SOLUTIONS TO ENABLE PEOPLE TO HAVE INDEPENDENCE IN THEIR OWN HOMES.**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICER/S</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
To contribute to the County-wide Home Improvement Advisory Group	Home Improvement Agency set up in North of Worcestershire. Attendance at County wide Home Improvement Agency group meetings.	Head of Housing, Revenues & Technical Services. EHO (Housing). Costs met from base revenue budget.	City of Worcester Wychavon District Council Festival Housing Group Care and Repair Agency	Staff time	Continue to play an active role in the County-wide group.
Continue to work with Wychavon and City of Worcester district Councils in the development of a South Worcestershire Home Improvement Agency.	Number of meetings with district council colleagues to examine feasibility of introducing a South Worcestershire Home Improvement Agency.  Further discussions with colleagues to consider funding arrangement for a South Worcestershire Home Improvement Agency linked to Supporting People funding.  Report to the Council's Executive Committee in April 2006	Head of Housing, Revenues & Technical Services. EHO (Housing). Costs met from base revenue budget.	City of Worcester Wychavon District Council Festival Housing Group Care and Repair Agency	Seconded officer time. Supporting People contribution of £24,000 pa	Home Improvement Agency Steering Group . Quarterly reports to the Council's Executive Committee. Review process through Supporting People..

**ACTION PLAN 9 – TO IDENTIFY HOUSING NEEDS ACROSS THE DISTRICT IN ORDER TO INFORM FUTURE INVESTMENT DECISIONS CONCERNING THE PROVISION OF AFFORDABLE HOUSING.**

<b>PROPOSED ACTION</b>	<b>MILESTONE</b>	<b>RESPONSIBLE OFFICER/S</b>	<b>PARTNERS</b>	<b>RESOURCES</b>	<b>MONITORING ARRANGEMENTS</b>
To review the Housing Needs Assessment bi-annually.	<p>2002/2003 Housing Needs Assessment updated in October 2004.</p> <p>New update of Housing Needs Assessment to be undertaken from April 2006 to June 2006 as part of the South Housing Market HNA.</p>	<p>Head of Housing, Revenues &amp; Technical Services. Housing Manager Enabling Officer</p>	South Housing Market partners	<p>Council contribution of £2,000 . Other partners also match funding the Regional allocation of £20,000 in 2006/07 Staff time</p>	The development of the South Market HNA will be undertaken by a Steering Group of partners with the lead officer being the MHDC Enabling Officer-
To work in partnership with other local authorities in the South Housing Market to develop market area analysis.	<p>South Market Housing Area Steering Group formed.</p> <p>South Market Housing Area Group discussions underway – liaison with the Regional Housing Partnership on links to ongoing regional housing research.</p> <p>Work in conjunction with South Market partners to develop common methodology and joint working for sub regional Housing Needs Assessments.</p>	<p>Head of Housing, Revenues &amp; Technical Services. Housing Manager Enabling Officer. Costs met from base revenue budgets. Shared cost of analysis met from growth revenue budget provision.</p>	South Housing Market partners	<p>Council contribution of £2,000 . Other partners also match funding the Regional allocation of £20,000 in 2006/07. Staff time</p>	Annual review by the partnership

<p>To update the 'Affordability Threshold' on an annual basis.</p>	<p>Housing Needs Assessment update published in October 2004 detailed new 'Affordability Threshold'</p> <p>New Housing Strategy will detail 'Affordability Threshold'.</p> <p>New update of Housing Needs Assessment to be undertaken from April 2006 to June 2006 will detail new 'Affordability Threshold'.</p>	<p>Head of Housing, Revenues and Technical Services, Housing Manager, Housing Enabling Officer. Costs met from base revenue budget.</p>	<p>MHDC Planning colleagues</p>	<p>Staff time</p>	<p>Annual review will be approved by the Council's Executive Committee in April of each year from 2007 onwards.</p>
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