

## HOUSING STRATEGY 2009 – 2012

## Interim Action Plan from November 2011: Progress Update

## Priority 1: Provision of affordable housing

No	Objective	Measurable outcome/timescale	Progress to March 2013
1.	Achieve 40% affordable housing on all qualifying sites, ensuring that unless circumstances dictate otherwise, 70% are social/affordable rented, and 30% intermediate affordable housing	23 new homes by 31 March 2012 108 new homes by 31 March 2013 100% social rented housing to meet full <i>Lifetime Homes</i> standard Minimum 10% social rented housing (schemes of 10 units or more) to be wheelchair accessible	Achieved (Russet Homes and Southern Housing Group). 2011-12: 83% to <i>Lifetime Homes</i> Standard (excludes 4 units at Leybourne Grange). 2012-13: 100% to <i>Lifetime Homes</i> None of the homes completed during this period were built to be wheelchair accessible.
2.	With partner housing associations, develop local lettings plans to achieve a balanced community whilst meeting local need	Local lettings plans agreed and in place at least three months prior to completion of all new developments of 20 affordable homes or more	Achieved for schemes at Cannon Lane and Ashbys Yard.
3.	Develop positive incentives to address the under-occupation of family homes in the social rented sector, estimated in the 2008 SHMA to be approximately 18%	Report further progress to the Strategic Housing Advisory Board February 2012	Close working with Russet Homes to secure bungalow development for the Winterfield regeneration site. Also with Town & Country Housing Group on a local lettings plan to permit households who are currently under occupying Russet properties to move to smaller units at Ashbys Yard.
4.	Evaluate feedback obtained by housing associations from residents on new affordable housing delivered within the borough	Report annually to Strategic Housing Advisory Board, identifying how customer feedback will be used to influence future services.	Unavailable - data no longer routinely collected by housing association partners.
5.	Evaluate work undertaken by KCC on the housing needs and aspirations of older people, identifying relevant priorities for Tonbridge and Malling	Report with recommendations and timescales to Strategic Housing Advisory Board May 2012	Framework for the delivery of older persons accommodation across Kent launched March 2013. To be the subject of a report to the Strategic Housing Advisory Board in July 2013.
6.	With Kent County Council, provide additional pitches to meet the shortfall in accommodation for gypsies and travellers	Planning application to be decided November 2011, start on site scheduled for March 2012.	Completion due August 2013. Lettings Plan for the Coldharbour site still under discussion

No	Objective	Measurable outcome/timescale	Progress to March 2013
7.	With Parish Councils and <i>Action with Communities in Rural Kent</i> , implement a rolling programme of rural housing needs studies to identify the need for new rural affordable housing	Finalise draft studies for Addington and West Malling and complete one further study. Progress report to the Strategic Housing Advisory Board May 2012	A study at Plaxtol has been undertaken to maximise a land opportunity that arose. Addington survey programmed for May 2013, with West Malling to follow.
8.	Review Housing Strategy	Timescale and key milestones to be identified and reported to the Strategic Housing Advisory Board February 2012.	Achieved.
9.	With West Kent partners and the Homes and Communities Agency (HCA), complete review of Local Investment Plan (LIP)	<p>§ Optimise public investment in the borough and the sub-region</p> <p>§ Timescales to be identified by the HCA</p>	No progress to report to date. HCA finalising process.
10.	Develop and implement a strategy to address housing needs and development in central Tonbridge	Timescale TBC. (The national funding and planning context for the provision of new affordable housing is not yet fully formed, and prohibits the creation of a robust strategy. Viability constraints within the current market alongside restrictions in available HCA grant funding for affordable housing consequently means that each site is considered on its own merits. However, the strategic implications for Tonbridge Town Centre are influenced by the creation of robust local lettings plans that guide the nature of occupation).	Tonbridge Town Centre is being radically redeveloped.
11.	Undertake technical update of the Affordable Housing Supplementary Planning Document	It is likely that the purpose of the SPD will now be incorporated into the new Local Plan to reflect changes to the planning regimes and the new National Planning Policy Framework	Approach to new Local Plan evidence base agreed and in progress..

## Priority 2: Tackling homelessness

NB: A more comprehensive list of objectives relating to the homelessness function will be found in the *West Kent Homelessness Strategy 2011 - 2016*.

No	Objective	Measurable outcome/timescale	Progress to March 2013
12.	Deliver the objectives set out in the <i>West Kent Homelessness Strategy 2011-16</i> and monitor their impact	Progress report to the Strategic Housing Advisory Board July 2013	Progress report will include a reviewed Homelessness Strategy action plan for approval.
13.	Review Allocations Policy to reflect statutory guidance on social housing allocations	Timescale and key milestones to be identified and reported to the Strategic Housing Advisory Board	Allocations scheme reviewed, consultation exercise completed and final

No	Objective	Measurable outcome/timescale	Progress to March 2013
		February 2012.	version submitted to Strategic Housing Advisory Board for approval May 2013.
14.	Review format for collecting customer feedback to ensure that where possible, services reflect customer views and preferences	§ Complete review March 2012, implementing any changes by April 2012 § Report on 2011-12 data July 2012	Deferred to 2013-14.
15.	Continue to provide Deposit Bonds to eligible households in accordance with current procedure <sup>1</sup> and within budget, in order to prevent homelessness and minimise the use of bed and breakfast and other forms of temporary accommodation	Report quarterly to Strategic Housing Advisory Board as part of Housing Needs update	Achieved. Review of Deposit Bond policy scheduled for Strategic Housing Advisory Board July 2013.
16.	With other <i>Kent Homechoice</i> partners, develop proposals for on-line registration, and the advertising of private rented accommodation	Timescales to be confirmed by CBL Project Board Progress updates to Strategic Housing Advisory Board as part of Housing Needs update	Proposals being developed with on-line registration being piloted in some districts and boroughs. Deferred within Tonbridge and Malling until revised Allocations Scheme approved and implemented.
17.	With partners, deliver youth homelessness Schools Programme to selected schools in the borough	Monitor progress of programme and report quarterly to Strategic Housing Advisory Board as part of Housing Needs update	Programme ongoing.
18.	Finalise arrangements for entering into standard nominations agreement with partners in respect of new and existing social housing	All partners signed up by May 2012	Russet Homes signed up September 2012.
19.	Develop a clear policy and guidance for taking action against private landlords for harassment and illegal eviction	§ Reduce homelessness presentations and illegal evictions § Complete by March 2012	Some initial work done in conjunction with neighbouring authorities. Work ongoing.
20.	Develop a clear policy and guidance for housing schedule 1 offenders	Complete by March 2012	Countywide Offender Resettlement Protocol reviewed 2013 and now in place.

### Priority 3: Private sector renewal and energy efficiency

No	Objective	Measurable outcome/timescale	Progress to March 2013
21.	Promote and support the National Landlord Association (NLA) Landlord Accreditation Scheme to landlords in Tonbridge and Malling	§ Report quarterly on progress to Strategic Housing Advisory Board	The Accreditation Scheme has been promoted at West Kent Landlords' Forums but to date there has been no take up of the accreditation scheme in the borough.

<sup>1</sup> Approved February 2011

No	Objective	Measurable outcome/timescale	Progress to March 2013
			We will continue to promote and support the scheme.
22.	Ensure that qualifying HMOs are licensed to comply with current legislation	§ Work with landlords on the submission of license applications § Review existing licenses annually, to ensure renewal at the appropriate time	There are currently 12 licensed HMOs in the borough: 5 had licence renewed in 2011/12 4 had licence renewed in 2012/13 1 due for renewal in 2013/14 1 due for renewal in 2014/15 1 due for renewal in 2015/16  No new HMO licence applications were received in 2012-13.
23.	Undertake private sector stock condition survey to inform future strategic priorities and comply with Government guidance	Complete study during 2012-13.	Study to commence 2013.
24.	Reduce the number of empty private homes	Bring seven homes per annum back into use	2011-12: 9 homes were brought back into use 2012-13: 12 homes were brought back into use.
25.	Evaluate feedback obtained from customers to ensure that where possible, services reflect customer views and preferences	Report annually to Strategic Housing Advisory Board: § 2011-12 – report July 2012	2011-12: Feedback summarised as part of the Private Sector Housing Update to the Strategic Housing Advisory Board in November 2012
26.	Develop a customer charter for the enforcement function	§ Identify/publish expected standards and levels of service § Complete by June 2012	Completed.
27.	Evaluate feedback from Landlord Forum and explore additional ways of working with private landlords e.g. working groups to inform policy development	Three Landlord events per annum with progress report to Board	In response to feedback, landlord events are now held twice a year as opposed to three times. A landlord information pack has been developed and is being sent out on request and new landlords have come forward through the West Kent events to work with the housing options team.
28.	Evaluate new initiatives such as Feed in Tariffs and Heatseekers scheme and where appropriate develop proposals for participation	Ongoing process. Proposals to be endorsed by Strategic Housing Advisory Board	Affordable Warmth Initiative and Warm Rural Homes Initiative approved by the Strategic Housing Advisory Board February 2013.

**Priority 4: Assisting vulnerable households**

No	Objective	Measurable outcome/timescale	Progress to March 2013
29.	With West Kent partners and the Supporting People Team develop proposals for new accommodation-based support in accordance with the five-year Supporting People Strategy 2010-2015	Timescale TBC	Site to be identified.

**Priority 5: Addressing crime reduction**

No	Objective	Measurable outcome/outcome	Progress to March 2013
30.	Reduce the opportunity for crime to occur on new affordable housing schemes	100% social rented housing to meet <i>Secured by Design</i> standards	100% of homes built to Secure By Design standards.