

HOUSING STRATEGY 2013 – 2016

Year 1 Action Plan (from April 2013)

Priority 1: Provision of affordable housing

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
1.	Secure opportunities to increase the supply of new affordable homes for rent and purchase	184 new homes by 31 March 2014	HCA funding identified	None	HSEM
2.	Seek new funding mechanisms for affordable housing that are not reliant on capital grant funding from Government	Report progress quarterly to Strategic Housing Advisory Board	Within existing resources	None	HSEM
3.	Promote new opportunities to secure the delivery of new social and affordable rent homes for households on very low incomes	Report to Ambition Board 2 (January 2012) and Strategic Housing Advisory Board refers. Time scales TBC	Within existing resources	None	HSEM
4.	Undertake a Strategic Housing Market Assessment (SHMA) of housing need as evidence for the new Local Plan	Commission in May, completion by late summer 2013	Jointly funded between Planning (LDF) and Housing budgets. Joint Commissioning with Maidstone and Ashford BCs	None	Planning Policy Manager with support from HSEM
5.	Review and update the current Affordable Housing Supplementary Planning Document (2008)	Approach to be reviewed in context of new Local Plan and changes in planning regime	Within existing resources	None	Planning Policy Manager with support from HSEM
6.	With Kent County Council, deliver an improved gypsy and traveller site at Coldharbour	Completion scheduled for August 2013	Within existing resources	Scheme will deliver new accommodation for gypsies and travellers	HSEM

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
7.	With partners, continue to develop and implement incentives to address the under-occupation of family homes in the social rented sector	Local lettings plans for Ashbys Yard and Cannon Lane will facilitate this, as well as building smaller units at Sommer Hill and Winterfield sites.	Within existing resources	None	HSEM
8.	Evaluate customer satisfaction data with new affordable housing	Report annually to Strategic Housing Advisory Board identifying how customer feedback will influence future services	Within existing resources	Identified within the 2012 EqIA of the Strategic and Enabling function as a valued means of assessing the impact of the function	HSEM
9.	Review and update the Homebuy Allocations Policy	Report to the Strategic Housing Advisory Board July 2013	Within existing resources	Identified within the 2012 EqIA of the Strategic and Enabling function New policy will be subject to EqIA	HSEM
10.	Update and review objectives within the Housing Strategy action plan 2012-2015 on an annual basis, reporting to Members on progress against each objective	Report annually to Strategic Housing Advisory Board	Within existing resources	Equalities implications for individual objectives will be identified	CHO

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	Resource implications	Equalities implications	Lead Officer*
11.	Deliver the objectives set out in the <i>West Kent</i>	Report progress to the Strategic Housing Advisory	Within existing resources	The West Kent Homelessness Strategy has been subject to a	HNM

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
	<i>Homelessness Strategy 2011-2016 Action Plan</i>	Board July 2013; with updated action plan for approval		separate EqIA	
12.	Review the Housing Allocation scheme to reflect statutory guidance on social housing allocations, addressing in the process all actions identified in the 2012 EqIA of the current scheme	Draft policy to be submitted to Strategic Housing Advisory Board for approval in May 2013.	Within existing resources	New policy will be subject to EqIA	HNM
13.	Evaluate feedback obtained from customers to ensure that where possible, services reflect customer views and preferences	Report annually to Strategic Housing Advisory Board	Within existing resources	None	HNM
14.	Undertake a review of the Deposit Bond/Rent deposit scheme	Revised scheme to be reported to the Strategic Housing Advisory Board July 2013	Within existing resources	New policy will be subject to EqIA	HNM
15.	Develop a policy and procedure for reviewing and updating local lettings plans	Draft in place. To finalise by September 2013	Within existing resources	New policy will be subject to EqIA	HNM
16.	With other <i>Kent Homechoice</i> partners, implement on-line registration	TBC – most likely after review of Housing Allocation Scheme	Within existing resources	On-line process will be subject to EqIA	HNM
17.	With other districts and boroughs in Kent, participate in the scheme to deliver advice to single homeless people	TBC	Funded by DCLG and lead on behalf of the Kent authorities by Medway Council	None	HNM
18.	Develop a policy for taking action against private landlords for harassment and illegal eviction	Progress earlier joint working with other Kent authorities.	Within existing resources	New policy will be subject to EqIA	HNM
19.	Participate in the	A Government scheme	Within existing resources	None	HNM

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
	Government's <i>Gold Standard</i> support and training scheme to improve homelessness services	launched April 2013 to provide free training and support to help local authority housing options teams learn from each other and gain Gold Standard status Progress to be reported quarterly to Strategic Housing Advisory Board			

Priority 3: Private sector renewal and energy efficiency

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
20.	Work with the Kent and Medway Green Deal Partnership to maximise opportunities arising from the Government's Green Deal	Report quarterly to the Strategic Housing Advisory Board	Within existing resources	Scheme will assist low-income households	PSHM
21.	Undertake an assessment of the condition of private sector housing in the borough	Completed report will be reported to the Strategic Housing Advisory Board	To be met from earmarked reserves	None	PSHM
22.	Reduce the number of empty private homes	Bring seven homes per annum back into use	Within existing resources	None	PSHM
23.	Evaluate feedback obtained from customers to ensure that where possible, services reflect customer views and preferences	Report annually to Strategic Housing Advisory Board	Within existing resources	None	PSHM
24.	Assist with the development of a Tonbridge & Malling Health Inequalities Action Plan and a Kent-wide Housing Health	Report to the Strategic Housing Advisory Board November 2013	Within existing resources	Will ensure resources and services are targeted at those most in need	PSHM

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
	Inequalities Action Plan (<i>Mind the Gap</i>) to ensure that the role private sector housing can play is fully integrated.				
25.	Develop a method of ensuring that action being taken within the Private Sector Housing Team can be linked into the health agenda by using the cost calculator tools now available	Report annually to the Strategic Housing Advisory Board	Within existing resources	None	PSHM
26.	With other West Kent authorities, develop a procedure for ensuring a consistent approach to Disabled Facilities Grant (DFG) administration across West Kent	By the end of 2013	Within existing resources	None	PSHM

Priority 4: Assisting vulnerable households

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
27.	With partners, identify suitable move-on accommodation for young people leaving accommodation-based support	Explore potential initiatives with housing association partners, reporting on progress to Strategic Housing Advisory Board in November 2013	To be identified	Scheme will assist young people	HSEM
28.	Deliver new accommodation-based support for people fleeing violence	Timescale TBC	Revenue funding identified	Scheme will assist households that are vulnerable as a result of domestic violence	HSEM
29.	Deliver new accommodation-	Timescale TBC	Revenue funding identified	Scheme will assist people who	HSEM

No.	Objective	Measurable outcome/timescale	Resource implications	Equalities implications	Lead Officer*
	based support for people who misuse drugs and alcohol			are vulnerable as a result of drugs and alcohol use	
30.	Monitor delivery of Supporting People contract for Home Improvement Agency services in the borough	Report quarterly to Strategic Housing Advisory	Within existing resources	Service assists older and vulnerable households	PSHM

* HSEM (Housing Strategy & Enabling Manager); CHO (Chief Housing Officer); HNM (Housing Needs Manager); PSHM (Private Sector Housing Manager)

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