

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Chief Executive

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Committee Services
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9 May 2014

To: MEMBERS OF THE STRATEGIC HOUSING ADVISORY BOARD
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Strategic Housing Advisory Board to be held in the Civic Suite, Gibson Building, Kings Hill, West Malling on Monday, 19th May, 2014 commencing at 7.30 pm

Yours faithfully

JULIE BEILBY

Chief Executive

A G E N D A

PART 1 - PUBLIC

1. Apologies for absence
2. Declarations of interest
3. Minutes

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To confirm as a correct record the Notes of the meeting of Strategic Housing Advisory Board held on Monday, 24 February 2014

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Presentation by Roy Morgan, Managing Director of Circle Housing Russet

Matters submitted for Information

5. Supporting People Programme Update 21 - 26
6. Homes and Communities Agency Affordable Homes Programme 2015-2018 27 - 30
7. Private Sector Housing Update 31 - 40
8. Strategy and Enabling Update 41 - 48
9. Housing Needs Update 49 - 54
10. Urgent Items

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

Matters for consideration in Private

11. Exclusion of Press and Public

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

12. Urgent Items

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Membership to be determined at Annual Council

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TONBRIDGE AND MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

Monday, 24th February, 2014

Present: Cllr A G Sayer (Chairman), Cllr D J Trice (Vice-Chairman), Cllr Ms J A Atkinson, Cllr Mrs B A Brown, Cllr C Brown, Cllr D J Cure, Cllr Mrs S Luck, Cllr M Parry-Waller, Cllr Miss S O Shrubsole and Cllr Mrs C J Woodger

Councillors O C Baldock, Mrs P Bates, P F Bolt, N J Heslop, B J Luker, Mrs S Murray and M R Rhodes were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Mrs J M Bellamy, D W Smith and Ms S V Spence and from Cllr Mrs J A Anderson (Cabinet Member for Housing).

PART 1 - PUBLIC

SH 14/1 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct. However Councillor N Heslop referred to a potential interest in any items that might have implications for the Bridge Trust on the grounds that he was a member of its Board.

SH 14/2 MINUTES

RESOLVED: That the notes of the meeting of the Strategic Housing Advisory Board held on 11 November 2013 be approved as a correct record and signed by the Chairman.

SH 14/3 GLOSSARY

The Director of Planning, Housing and Environmental Health submitted a glossary of terms used within the reports to the Advisory Board.

MATTERS FOR RECOMMENDATION TO THE CABINET

SH 14/4 HOUSING ASSISTANCE POLICY 2014-2016

The joint report of the Director of Planning, Housing and Environmental Health and the Cabinet Member for Housing set out details of proposed changes to the Housing Assistance Policy to reflect the recent Overview and Scrutiny Committee review of the Policy. The Board was reminded that the Policy allowed the Borough Council to encourage home owners to improve their homes while providing financial support for the most

vulnerable and most in need and particular reference was made to Home Improvements funding, the Warm Homes scheme and Home Safety Assistance. Members noted that the proposed changes aimed to target the available assistance to reflect the Council's key strategic priorities.

RECOMMENDED: That the revised Housing Assistance Policy, as detailed at Annex 1 to the report, be commended to Cabinet for approval.

SH 14/5 PREFERRED PARTNER STATUS FOR GOLDING HOMES

Decision Notice D140020MEM

The joint report of the Director of Planning, Housing and Environmental Health and the Cabinet Member for Housing set out details of a proposal to include Golding Homes in the list of Preferred Registered Provider Partners operated by the Borough Council.

RECOMMENDED: That the inclusion of Golding Homes as a Preferred Registered Provider Partner to Tonbridge and Malling Borough Council be endorsed.

MATTERS SUBMITTED FOR INFORMATION

SH 14/6 HOUSING ALLOCATIONS SUPPLEMENTARY STATUTORY GUIDANCE DECEMBER 2013

The report set out details of the provisions of "Providing social housing for local people: Statutory guidance on social housing allocations for local authorities in England" which had been published by the Department for Communities and Local Government on 31 December 2013.

SH 14/7 THINK HOUSING FIRST: KENT-WIDE HEALTH INEQUALITIES ACTION PLAN FOR HOUSING

The report provided an update on the recently launched health inequalities action plan "Think Housing First" which had been developed by the Joint Policy and Planning Board (Housing) and the Kent Housing Group to set out the role of the housing sector in reducing health inequalities across Kent. The Board noted that "Think Housing First" aimed to raise the profile of housing in addressing health inequalities in Kent and welcomed the key objectives of the Action Plan set out at Annex 1 to the report.

SH 14/8 PRIVATE SECTOR HOUSING UPDATE

The report provided updates on the Disabled Facilities Grant funding and Better Care Fund, the Energy Company Obligation Programme, the

Coldbusters Scheme and the Better Homes: accessible housing framework. Attention was drawn to a number of key changes to the Energy Company Obligation Programme arising from the Chancellor's Autumn Statement and the probable adverse impact on funding available for the Kent and Medway Warm Homes scheme.

SH 14/9 STRATEGY AND ENABLING UPDATE

The report provided an update on progress made by the Council's Registered Provider (RP) Partners to provide new affordable homes within the Borough and described the progress on various housing strategy initiatives. Particular reference was made to the Homes and Communities Agency's Prospectus for the new Affordable Homes Programme bidding round 2015-18 and the possible effect of the proposed affordable rent at 80 per cent of market rent on affordability and accessibility for those households in housing need.

SH 14/10 HOUSING NEEDS UPDATE

The report provided an update on the activity of the Housing Options team. It was noted that the number of households seeking housing advice remained significantly high as a result of the economic downturn.

SH 14/11 EXTERNAL CONSULTATIONS

The report of the Director of Planning, Housing and Environmental Health set out details of external consultations responded to since the last meeting of the Advisory Board.

MATTERS FOR CONSIDERATION IN PRIVATE

SH 14/12 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matter be considered in private.

PART 2 - PRIVATE

MATTERS SUBMITTED FOR INFORMATION

SH 14/13 SERVICE OF STATUTORY NOTICES

(Reason: LGA 1972 Sch 12A Para 3 – Financial or business affairs of any particular person)

The report of the Director of Planning, Housing and Environmental Health set out details of statutory notices served since the last meeting of the Advisory Board.

The meeting ended at 8.35 pm

GLOSSARY

| TERM | EXPLANATION |
|---------------------------|---|
| AFFORDABLE HOUSING | Housing which includes social rented, affordable rented, and intermediate housing, provided to specified, eligible households whose needs are not met by the market. |
| ACRK | Action with Communities in Rural Kent – formerly the Kent Rural Community Council. An independent voluntary organisation which: provides direct advice and support to community organisations; stimulates community action, particularly voluntary action, and encourages good practice; develops and manages demonstration projects; provides professional support and advice to key service providers; and raises awareness of rural issues and influences decision makers. |
| BEST VALUE | The means by which the Council is held accountable for the efficiency and cost effectiveness of its service provision and its proposals to improve on those services. |
| BME | Black & Minority Ethnic groups |
| CAB | Citizens Advice Bureau – voluntary organization providing advice to the public on employment, housing, immigration/nationality, consumer debt, and welfare rights. |
| CBL | Choice-Based Lettings - system for allocating social housing which provides an opportunity for people seeking social housing to choose which properties they wish to be considered for via a bidding process. |
| CEN | Creative Environmental Networks. They operate the local Energy Savings Trust Advice Centre and work in partnership with the local authorities across Kent on a number of initiatives. |
| CLSP | Community Legal Services Partnership – partnership which brings together organisations offering legal and advice services, such as solicitors in private practice, Citizens Advice Bureau, Law Centres, local authority in-house services, as well as representatives of the Legal Services Commission. All the partners act together to improve access to, and delivery of, legal and advice services in their local community. More than 200 Community Legal Service Partnerships have been established across England and Wales. |
| CMHT | Community Mental Health Team |

| TERM | EXPLANATION |
|------------------------------|---|
| CORE | Continuous Recording of Lettings – independently compiled statistics of all Housing Association letting activity |
| COMMUNITY PLAN | Strategic document developed by the Local Strategic Partnership (LSP) to improve local services and to meet the needs and aspirations of local people. The aim of the Community Plan is to promote the economic, social and environmental well-being of the borough. |
| CO2 | Carbon dioxide – a major contributor to global warming. |
| CPA | Comprehensive Performance Assessment – assessment process introduced by the Audit Commission in 2002 as a tool to form a judgement about the performance of councils and their arrangements for improving services. |
| DECENT HOMES STANDARD | To be defined as 'decent', a home must: meet current statutory minimum standard for housing; be in a reasonable state of repair; have reasonably modern facilities and services; provide a reasonable degree of thermal comfort (effective insulation and efficient heating). |
| DFG | Disabled Facilities Grant: This is a grant made available to disabled persons to provide adaptations to their property. It is a mandatory grant. The amount of grant awarded is subject to a test of resources of the relevant person. |
| DIYSO | Do-It-Yourself Shared Ownership – former scheme funded by the Housing Corporation to provide cash grants to assist people in housing need to purchase a share of a home on the open market on a part rent/part buy basis. |
| ECOHOMES | An environmental assessment method for homes (superseded by the Code For Sustainable Homes) which addresses a range of environmental impacts such as energy, transport, pollution, materials, water, land use and ecology, health and well-being, |
| EMPTY HOMES STRATEGY | The Empty Homes Strategy sets out the ways by which the Council will encourage empty home owners to bring the empty home back into use. |

| TERM | EXPLANATION |
|-----------------------------|--|
| ENERGY EFFICIENCY | Energy Efficiency is about reducing energy consumption in the house by improvements to a property and/or by making lifestyle changes. |
| EEC | Energy Efficiency Commitment – funding provided by the fuel utility companies for energy efficiency improvements, mainly insulation, by approved installers. 100% grants are available for priority households in receipt of one of the principal income or disability-related benefits. Partial grants are available for other households. The value of EEC funding varies and is linked to the carbon savings of the installed measures. |
| ENGLISH PARTNERSHIPS | English Partnerships is the national regeneration agency, supporting high quality sustainable growth across the country. They are the key delivery agency for urban renaissance and the government’s new Sustainable Communities agenda. |
| ESTac | Kent Energy Centre – a not-for-profit organization that is one of a network of local energy advice centres. The ESTac is funded primarily by the Energy Saving Trust and all thirteen of Kent’s local housing authorities. KEC works in close partnership with the authorities to help achieve the targets under HECA, provide free energy advice to all Kent households and reduce domestic energy consumption. |
| EVERY CHILD MATTERS | Central government programme aimed at transforming children’s services. The Children Act 2004 provides the legal underpinning for ‘Every Child Matters: Change for Children’. A series of documents have been published which provide guidance under the Act, to support local authorities and their partners in implementing new statutory duties. Well-being is the term used in the Act to define the five Every Child Matters outcomes which are: be healthy; stay safe; enjoy and achieve; make a positive contribution; and achieve economic well-being. |

| TERM | EXPLANATION |
|-----------------------------|--|
| HOUSING CORPORATION | The public body that was previously responsible for funding new affordable housing and regulating the Housing sector, replaced by the Homes & Communities Agency. |
| HOUSING NEEDS SURVEY | Survey carried out by the Borough Council to determine the housing needs of the borough including the need for affordable housing. |
| HOUSING REGISTER | A list maintained by the Borough Council of households requiring affordable housing. |
| HSSA | – Housing Strategy Statistical Appendix – annual statistical return which local housing authorities are required to provide to central government. |
| TERM | EXPLANATION |
| IGP Grant | Innovation and Good Practice Grant – grant made available by the Housing Corporation to fund projects to promote innovation and good practice amongst Registered Social Landlords (RSLs) and their partners. |
| JARP | Joint Assessment Referral Procedure: A panel of relevant statutory agencies and local housing providers formed to consider the housing and support needs of vulnerable people. |
| JPPB | The Joint Policy and Planning Board: Established across Kent representing all the local authorities, Social Services and Health Authority to prioritise, monitor and review the provision of supported housing. |
| KCC | Kent County Council |
| KASH | Kent Action to Save Heat – energy efficiency advice and promotion scheme operating across kent. The scheme is managed by CEN. |
| FLOATING SUPPORT | This kind of support is “attached” to the client rather than the property and can follow the client if they move to another address. It lasts for as long as the client needs it and then it “floats” away to the next person in need. The client does not need to live at a certain address to receive the support. |
| FUEL POVERTY | Where people cannot afford to heat their homes to an acceptable level at a reasonable cost i.e. 10-20% of their disposable income. |

| TERM | EXPLANATION |
|---------------------------------|---|
| GOSE | Government Office of the South East: Regional operations for nine central Government departments. Structured through multi-disciplinary teams that include housing and regeneration. |
| HCA | Homes and Communities Agency is the new housing and regeneration agency for England launched in December 2008. The HCA joins up the delivery of housing and regeneration under one roof, bringing together the functions of English Partnerships, the investment functions of the Housing Corporation, the Academy for sustainable communities, and key housing and regeneration programmes previously delivered by CLG |
| HECA | Home Energy Conservation Act 1995 – Requires local authorities to develop strategies leading to a ‘significant reduction’ in domestic energy consumption in their areas by 2010 and to report annually on progress made. A significant reduction is defined as 30%. |
| HIA | Home Improvement Agency – A not-for-profit organisation which assists older, disabled and other vulnerable people to have adaptations and repairs/improvements carried out to their homes to enable them to remain in their homes. Operated by in touch. |
| HOUSING ASSISTANCE GRANT | A discretionary grant made available by the Council under its Housing Assistance Policy to homeowners to fund repairs/improvements to their homes. |
| HiMP | Health Improvement Programme: Overall strategy in which health authorities work towards the improvement of the health of the nation. Within the HiMP there are particular targets for reducing heart disease, speeding up the treatment of cancers etc. |
| HNAS | Housing Needs and Affordability Study |
| HMOs | Houses in Multiple Occupation – Defined under section 254 of the Housing Act 2004. Generally where there is more than two non-related persons sharing a house where there is some sharing of facilities i.e. bathroom, kitchen. |

| TERM | EXPLANATION |
|-------------------------------|---|
| HHSRS | Housing Health & Safety Rating System – new system for assessing housing conditions and determining enforcement action which replaced the fitness standard with effect from April 2006. An assessment of the dwelling will involve a physical survey of the property noting the hazards. There are 29 listed hazards which will be classified according to the likelihood of the harm occurring and the severity of the harm, as either category 1 or category 2 hazard, following a complex calculation. |
| HOME BUY | Scheme funded by the Homes & Community Agency to provide cash grants to assist people in housing need (including key workers) to purchase a home on the open market. |
| HOME REPAIR ASSISTANCE | A discretionary grant made available by local housing authorities under the Housing Grants, Construction & Regeneration Act 1996 to vulnerable householders to fund repairs/improvements to their homes. Repealed under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002. |
| HOUSE CONDITION SURVEY | Survey carried out by the Borough Council to determine and assess the condition of housing within the borough including the cost of works needed to bring homes up to the Decent Homes Standard. |
| ESTac | Kent Energy Centre – a not-for-profit organization that is one of a network of local energy advice centres. The ESTac is funded primarily by the Energy Saving Trust and all thirteen of Kent’s local housing authorities. KEC works in close partnership with the authorities to help achieve the targets under HECA, provide free energy advice to all Kent households and reduce domestic energy consumption. |
| KEEP | Kent Energy Efficiency Partnership – the consortium of all Kent local authorities working together to co-ordinate projects, share information, improve domestic energy efficiency and reduce domestic energy consumption. |
| KEY WORKERS | A key worker (as used for the purposes of the Key Worker Living (KWL) Programme) is someone employed by the public sector in a front line role delivering an essential public service in a sector where there are serious recruitment and retention problems: health, education and community safety sectors. |

| TERM | EXPLANATION |
|--------------------------------|---|
| LAA | Local Area Agreement – an agreement (alongside a Local Public Service Agreement) between the Kent local area and central Government. It was established through Kent County Council (KCC), working with the Kent Partnership and other local partners. The intention of the agreement is to drive further improvements to services to local people in Kent from 2005-08. The LAA comprises a set of 18 agreed outcomes with an ambitious work programme. Outcome 17 is 'to improve Kent residents' access to homes of excellent quality, in the right place, at the right time and at right cost', and includes targets for the delivery of new affordable homes across Kent. |
| LSVT | Large Scale Voluntary Transfer- Wholesale transfer of housing stock from a local authority to a housing association. |
| LDF | Local Development Framework – the Governments proposed replacement for the Local Plan. |
| LASHG | Local Authority Social Housing Grant – formerly capital grant funding paid by local housing authorities to Registered Social Landlords (RSLs) to support the development of new affordable homes. Grants paid by local housing authorities were reimbursed in full by the Housing Corporation. LASHG was abolished with effect from April 2003. |
| LOCAL HOUSING AUTHORITY | Local authorities with the statutory responsibility for housing matters. In two-tier local government areas such as Kent (excluding Medway, which is served by a unitary local authority, Medway Council) the district/borough councils are local housing authorities. |
| LSP | Local Strategic Partnership – a body consisting of key local organisations whose aim is to drive, develop and deliver the Community Plan and its review. The Tunbridge Wells borough LSP is known as the Community Plan Partnership. |
| LOW COST HOME OWNERSHIP | A range of initiatives which result in housing for sale at a lower price than the average open market price. Includes schemes such as shared ownership. |
| ME | Minority Ethnic – people from black, asian and ethnic minority communities. |
| NLA | National Landlords Association. National organisation working with and for landlords. Work in partnership with local authorities in Kent to help deliver landlord forums and other initiatives. |

| TERM | EXPLANATION |
|------------------------------|--|
| ODPM | Office of the Deputy Prime Minister – central government department established in 2002 which had responsibility for national policy and guidance on local government, housing and planning. Replaced by the Department for Communities & Local Government (DCLG) in May 2006 |
| OT | Occupational Therapist – qualified professional who deals with cases where the service user has complex or multiple needs. OTs work in the community seeing people in their own homes where appropriate and assessing their needs according to their circumstances. The role of Kent County Council's OT Bureau is to assess the needs of people of all ages who have difficulty managing activities of daily living due to a physical disability or frailty for special equipment and/or adaptations to their home which will increase their control over the practical aspects of their everyday life. |
| PCT | Primary Care Trust: Part of the Health Authority with responsibility for primary care and general practitioner services. |
| PFI | Private Finance Initiative: Government scheme through which large capital projects can be financed. |
| PURCHASE & REPAIR | Scheme whereby a Provider of social Housing purchases a property on the open market and carries out repairs/improvements prior to reletting as affordable housing. |
| PSHCS | Private Sector House Condition Survey: The survey looks at the internal and external elements of a sample of homes throughout the borough to predict the work that will be needed and the cost of that work to bring homes in the borough to a decent standard. |
| PWLD | People with Learning Disabilities |
| PSL | Private Sector Leasing – scheme whereby private sector properties are leased by the Council for use as temporary accommodation for homeless households. |
| RCGF | Recycled Capital Grant Fund – receipts accruing from the sale of equity stakes in shared ownership accommodation. |
| RSL | Registered Social Landlord – non-profit making housing organisation managing and developing affordable housing, now called Registered Providers. |
| TERM | EXPLANATION |

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|--|--|
| RIGHT TO ACQUIRE | A scheme giving eligible tenants of registered social landlords the legal right to buy the home they currently rent. |
| RIGHT TO BUY | Government policy that allows tenants of local authorities to purchase their home from councils with stock. |
| RPG | Regional Planning Guidance: Notes issued by Government to indicate its planning policies for the regions. |
| RP | Registered provider of social housing in England, regulated by the TSA irrespective of the private, public, for profit or not for profit status. |
| RURAL EXCEPTION SITES | Small plots of land in or on edge of villages to meet local needs for affordable housing on sites which would not have been granted planning permission for open market housing. |
| SAP | Standard Assessment Procedure is a measurement on a scale of 1 to 100, which indicates the energy efficiency of a property. The higher the rating the more energy efficient the property. |
| SECTION 106 (S106) AGREEMENT | Agreement under Section 106 of the Town & Country Planning Act 1990 on development of land. Often used as a legally binding agreement between a local authority and developer for a percentage of affordable social housing in a development. Often at nil public cost. |
| SEEDA | South East England Development Agency established in 1998 coming into operation April 1999 to take the lead in promoting the sustainable economic development of the area. |
| SEERA | South East England Regional Assembly – grouping of all South East local authorities with economic and social partners (businesses, voluntary agencies) set up and funded by central government to promote the South East England region. SEERA is the regional planning body responsible for the South East Plan and, with effect from April 2006, the South East Regional Housing Strategy. |
| SMART | How targets should be set if they are to be effective - Specific, Measurable, Achievable, Relevant, Timely. |
| SOCIAL HOUSING | Subsidised housing provided by local authorities or housing associations. |
| SOUTH EAST REGIONAL HOUSING BOARD | The strategic public body responsible for allocating public funding to Registered Providers of Social Housing and local authorities for housing investment in the South East. |
| TERM | EXPLANATION |

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|--------------------------|---|
| SCG | Specified Capital Grant – capital grant funded by central government and paid to local housing authorities to meet part of the cost of funding Disabled Facilities Grants |
| SHARED OWNERSHIP | A form of affordable housing where the householder buys a share of the property and rents the remaining share, traditionally from a Register Provider In some cases it is possible for the householder to buy further shares of the property up to 100% ownership. See also ‘Low cost home ownership’. |
| SMART TARGETS | Specific, measurable, achievable, resourced, time-bound targets. |
| SPD | Supplementary Planning Document – document issued under the Local Development Framework (LDF) process setting out planning policy/guidance on a specific topic, eg affordable housing. |
| SPLA | Southern Private Landlords’ Association – a not-for-profit organisation representing residential landlords throughout Southern England. The Association actively seeks to achieve and maintain quality accommodation for rent and high standards of management in the private rented sector, whilst protecting and furthering landlords’ interests at both local and national level. SPLA offers landlords convenient access to a range of information, advice, services and support, which they would have difficulty finding elsewhere. |
| SHG | Social Housing Grant is capital grant to housing associations and other developing bodies to fully or partially fund social housing paid under S18 of the Housing Act 1996. |
| SUPPORTED HOUSING | Schemes for client groups needing additional support or care, e.g. people with learning difficulties, young at risk, frail elderly etc. Previously referred to, as special needs housing. |
| SUPPORTING PEOPLE | Grant for support services for vulnerable people to improve their quality of life and independence, providing people with housing related support services to remain independent or gain independence in their own home. Paid by central Government, administered by local authorities in partnership with NHS bodies and probation services. |

| TERM | EXPLANATION |
|-----------------------|---|
| TSA | Tenant Services Authority, launched alongside the HCA in December 2008, the TSA has taken over the Housing Corporation's responsibility for regulating housing associations and social landlords. |
| UNFIT HOUSING | A property was considered unfit for human habitation if it failed to meet one or more of the requirements of the fitness standard laid down in Section 604 of the Housing Act 1985 as amended by the Local Government & Housing Act 1989 and by reason of that failure was not reasonably suitable for occupation. The fitness standard was replaced by the Housing Health & Safety Rating System (HHSRS) which was introduced under the Housing Act 2004 in April 2006. |
| WARM FRONT | A central government-funded grant scheme (administered by EAGA) to provide heating and insulation to certain vulnerable households (e.g. over 60s, families with young children etc) where in receipt of one of the principal income or disability-related benefits. The Kent Energy Centre (KEC) can provide information on the qualifying criteria and make referrals to the scheme. Maximum grant available is currently £3,500 (or £6000 for oil central heating) |
| WINDFALL SITES | Sites not identified in development plan that may become available for development over the life of the plan. |
| YOT | Youth Offending Team – part of the Kent Youth Offending Service (YOS). There is a YOS in every local authority area in England and Wales. They are made up of representatives from the Police, Probation Service, Social Services, health, education, Drugs and Alcohol Team (DAT) and housing. Each YOT identifies the needs of individual young offenders by assessing them using a standardised national assessment guide. It identifies the specific problems that make the young person offend, as well as measuring the risk they pose to others. |
| ZONE AGENT | A Registered Provider of Social Housing (historically appointed by the Housing Corporation) to market low cost home ownership schemes (including those for key workers) across a sub-regional area. The zone agent deals with applications and assesses eligibility for such schemes. Moat Housing Group is the 'zone agent' for Kent. |

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TONBRIDGE & MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

19 May 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 SUPPORTING PEOPLE PROGRAMME UPDATE

Summary

This report is to inform Members of the Kent Supporting People Commissioning Plan for the period 2014-2017.

- 1.1.1 Members will recall from previous reports to this Board that Kent Supporting People commissioned the Chartered Institute of Housing to undertake a "Needs Analysis.
- 1.1.2 The needs analysis found that current service models will be neither affordable nor sufficient in meeting the needs of clients within the current resources. Recommendations from the needs analysis included:
- reducing the number of contracts, making the programme more manageable and enabling more flexible provision;
 - introducing clear pathways in and out of services so that customers can better understand the programme they are on;
 - giving consideration to reduce the high support hours in some services;
 - exploring the needs of ex-service personnel;
 - improving service models to enable increased utilisation and throughput;
 - reviewing older persons services in light of changing needs;
 - improving customers ability to sustain future tenancies; and
 - using a single assessment tool.
- 1.1.3 Consequently transformation of housing-related support services is required to enable the delivery of a system that is personalised, responsive, flexible and offers real choice and control to service users.

1.1.4 Based on the findings and recommendations of the needs analysis the Supporting People Commissioning Body has agreed a shift towards more flexible delivery models that target prevention and early intervention.

1.2 Commissioning Themes

1.2.1 The following ten commissioning intentions will be the focus of service improvement and redesign over the next three years.

- Domestic Abuse;
- Homelessness including rough sleepers;
- Learning Disability;
- Mental Health;
- Physical and Sensory Disability;
- Offenders;
- Older People;
- Young People at Risk and Teenage Parents;
- Substance Misuse; and
- Ex-Service Personnel.

1.2.2 It is envisaged that these themes will provide the basis for service improvements and redesign through:

- rationalisation and reconfiguring existing services;
- even distribution of services across the County; and
- clear referral pathways into services.

1.2.3 The overarching aspects of each tendering exercise will be to:

- adopt a co-ordinated approach to commissioning services; pooling budgets where possible to offer economies of scale and seamless service provision;
- commission integrated contracts to deliver consistent services across the county; and
- commission one prime provider for each contract to facilitate greater flexibility in provision through better use of sub-contracting arrangements.

- 1.2.4 Consultation on service design for each cohort will take place as part of the tendering exercises
- 1.2.5 A recent Commissioning Plan event was held for Providers and Stakeholders providing the opportunity for any concerns and queries to be raised and addressed in relation to the proposed new models of service delivery.
- 1.2.6 The following paragraphs provide Members with an overview of the intentions for each Commissioning theme.

1.3 Domestic Abuse

- 1.3.1 Rationalise domestic abuse service provision on a holistic East and West Kent basis incorporating secure refuges, floating support, resettlement, IDVA services and a sanctuary scheme.

1.4 Homelessness including Rough Sleeping

- 1.4.1 Ensure even homeless accommodation across the county and specialist rough sleeper outreach support to entrenched and recent rough sleepers. Reconfigure provision on an East and West Kent basis to incorporate hostel accommodation, move-on accommodation, floating support, resettlement and rough sleeper support.

1.5 Learning Disability

- 1.5.1 Rationalise learning disability services on an East and West Kent basis to ensure a pathway for service users that includes long term and short term accommodation, resettlement, and floating support that recognises some individuals will have an ongoing support need to assist their independence.

1.6 Mental Health

- 1.6.1 Rationalise mental health services on an East and West Kent basis to ensure a pathway for service users that includes long term and short term accommodation, resettlement, and floating support that recognises some individuals will have an ongoing support need to assist their independence.

1.7 Physical and Sensory Disability

- 1.7.1 Ensure that supported accommodation across all client groups has sufficient suitable provision to meet the needs of service users who also have physical disabilities in addition to support needs. Ensure that services are sufficiently skilled to maximise choice for those with sensory impairment.

1.8 Offenders

- 1.8.1 Rationalise offender services on an East and West Kent basis so that they include short term accommodation, resettlement, and floating support and ensure that the service provision begins before individuals leave prison.

1.9 Older People

- 1.9.1 Ensure that services for older people with support needs are available in the right place at the right time and that the support meets individual need to enable service users to live independently in their own homes.

1.10 Young People at Risk and Teenage Parents

- 1.10.1 Ensure even young person and teenage parent accommodation across the county. Reconfigure provision on an East and West Kent basis to incorporate hostel accommodation, move-on accommodation, floating support and resettlement.

1.11 Substance Misuse

- 1.11.1 Ensure even provision of services across the county that include supported accommodation, floating support and resettlement, working in partnership with drug treatment agencies.

1.12 Ex-Service Personnel

- 1.12.1 Build on existing work to understand the housing-related support needs of this group and commission accordingly. There are likely to be links and connections with existing provision in homeless and mental health services.

1.13 Legal Implications

- 1.13.1 None associated with this report.

1.14 Financial and Value for Money Considerations

- 1.14.1 None directly arising from this report as this is a County Council Budget.

1.15 Risk Assessment

- 1.15.1 None associated with this report but as the tendering exercises are undertaken the Council will need to be fully engaged to ensure that services within the Borough are maintained in order that vulnerable households can continue to live independently in the community.

Background papers:

contact: Satnam Kaur

Nil

Steve Humphrey
Director of Planning, Housing and Environmental Health

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TONBRIDGE & MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

19 May 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 HOMES & COMMUNITIES AGENCY AFFORDABLE HOMES PROGRAMME 2015-2018

Summary

This report updates Members on the forthcoming bid round of the Home & Communities Agencies Affordable Homes Programme 2015-2018. This is the route taken by Registered Providers seeking to obtain capital subsidy from Government for new affordable housing schemes in the Borough for this period.

- 1.1.1 At the last Board Meeting I reported on the Homes & Communities Agency's new Prospectus for the forthcoming Affordable Homes Programme bidding round 2015-18. This document is the formal guidance to Registered Providers as to how to bid for grant money for new developments, containing the rules and restrictions in place in relation to what government is seeking to subsidise.
- 1.1.2 Members will recall that the broad message is one of incentivising smaller units over larger ones in line with the impacts of welfare reform, such as the spare room subsidy. As with the previous bid round, there is a very strong expectation that organisations placing funding requests will have ensured they have substantially "sweated" their own assets to maximise efficiency prior to seeking any grant.
- 1.1.3 The two tenures being sought are Affordable Rent and Shared Ownership only. The Council has expressed concerns about pursuing the Affordable Rent tenure in the February letter from both the Leader and Cabinet Member for Housing to Sir John Stanley MP on the basis that these rental levels set at up to 80 per cent of market value are, in some cases, simply not "affordable".
- 1.1.4 In relation to conversions and disposals the programme requires landlords to understand the economic value of each of their homes, so "that an active decision can be made, as and when each property becomes vacant, about how it can best be used to support the organisation to deliver more homes to help more people". Therefore the HCA expect bidders to explain how many properties they are planning to sell to fund the programme and why they have chosen not to dispose of more.

- 1.1.5 It is unclear whether any of our RP Partners intend to offer disposals in this borough as part of this submission, but the HCA expect that all housing associations identify properties with high market values or which are costly to maintain and decide whether to hold, sell or convert these properties to another tenure. However, the Council would be fully consulted in any such decisions if they begin to emerge as part of the programme.
- 1.1.6 The HCA believe that conversion of existing stock to Affordable Rent is a crucial element in generating additional financial capacity and it is expected that, wherever available, it will be integral to bidders' proposals for funding new supply. This will supplement financial capacity which can be generated from other sources, with the HCA hoping that this ultimately leads to improved value for money and therefore likely to be advantageous in the assessment of bids.
- 1.1.7 Members will recall from earlier papers to this Board the challenges Affordable Rent can pose households in this borough, due to the high rent values it generates. The Council will continue to monitor this situation and act accordingly, working closely with our partners.
- 1.1.8 The bid deadline for Registered Providers to the HCA was the end of April, with Members and officers exploring at the current ongoing round of Housing Association Liaison Panels the possible contents of each partner's bid.
- 1.1.9 The Council has been informed by the HCA that the South East Operating Area will be working to a tight timescale from bid closure on 30 April to complete a full assessment of the bids for submission for moderation by the 20 June. Part of the assessment process is to consider how the bids meet local needs and priorities as the Prospectus advises that Registered Providers should ensure their schemes take into account needs identified by the relevant local authority partner.
- 1.1.10 We expect to see bids for nearly 300 affordable homes, comprising of 160 for Affordable Rent and 120 for Shared Ownership. To enable the HCA to understand the deliverability of bids, the Council will need to have reported back the level of support for each bid by the early part of May, which is accepted by all as a very challenging time frame. Officers will be providing comment and support as appropriate, taking into account the Council's policy and approach to affordable housing policies and the planning status of the sites and projects. For the first time in addition to consultation with each Council and the commissioning bodies on individual schemes within their areas, the HCA will also be providing Kent County Council and the South East Local Enterprise Partnership (LEP) with details of all schemes coming under their jurisdiction to enable comment if required.
- 1.1.11 This process will not have been completed at the point this paper is finalised, but an update can be provided by officers at the Board Meeting. The bids and their outcomes will be detailed through future papers to this Board.

1.2 Legal Implications

- 1.2.1 The Council needs to secure a sufficient supply of affordable housing to meet its statutory duties.

1.3 Financial and Value for Money Considerations

- 1.3.1 The Affordable Housing Programme (AHP) is the means by which public subsidy is secured for the delivery of affordable housing. RPs must adhere to strict value for money and design considerations imposed by the HCA.

1.4 Risk Assessment

- 1.4.1 Failure to secure sufficient investment in affordable housing could mean that the Council is unable to deliver its local strategic housing priorities and meet its statutory obligations to the homeless and others in housing need resulting in unacceptable financial and reputational risk.

Background papers:

contact: Chris Knowles

Nil

Steve Humphrey

Director of Planning, Housing and Environmental Health

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TONBRIDGE & MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

19 May 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 PRIVATE SECTOR HOUSING UPDATE

Summary

This report updates Members on the following:

- West Kent Landlord Forum;
- Consultation on Review of Property Conditions in the Private Rented Sector;
- Consultation on the Future of the Energy Company Obligation; and
- Primary Care Community Link Service.

1.2 West Kent Landlord Forum

1.2.1 A West Kent Landlord Forum was held on 26 March 2014 at Tonbridge & Malling B.C. This event is a partnership between the National Landlords Association (NLA), Sevenoaks D.C., Tonbridge & Malling B.C. and Tunbridge Wells B.C.

1.2.2 It was a very successful forum with 58 landlords in attendance. This is the largest attendance for a number of years which is very encouraging.

1.2.3 Presentations were given on accountancy tips and strategies, condensation – how to avoid it and what the local authority can do to help and a general landlord update from the National Landlords Association.

1.2.4 The feedback from the event was extremely positive with all landlords indicating they valued the forums and found them very useful.

1.2.5 The next landlord event will be the annual Landlord Fair to be held at Tunbridge Wells Borough Council in October 2014.

1.3 Consultation of Review of Property Conditions in the Private Rented Sector

1.3.1 Tonbridge & Malling have recently participated in the collective response from the Kent CIEH Housing Technical group to the Government consultation “Review of

Property Conditions in the Private Rented Sector”. The objective of the consultation discussion paper was to consider what more can be done and how best to tackle bad landlords without negatively impacting on the good ones.

1.3.2 The consultation and response looked at the following areas:

- a. how to raise awareness of the rights and responsibilities of tenants and landlords with regard to property conditions? It was suggested information could be provided on the back of the tenancy agreement; there could be one trusted source of information where tenants and landlords could be signposted to; and the profile of private sector housing teams be heightened to raise awareness of their role in improving property conditions.
- b. how to reduce retaliatory eviction following a request for a repair or improvement to a property? It was suggested that restrictions are placed on landlords being able to serve a section 21 possession notice if a competent officer from the local authority has determined there are category 1 hazards as assessed using the Housing, Health and Safety Rating System that require remedial action and the tenant is not in rent arrears.
- c. whether rent repayment orders should be introduced where a tenant has been illegally evicted or the property contains serious hazards? It was agreed this was a sensible approach provided the tenant had paid rent for the specified period and any formal enforcement action has not been complied with.
- d. if certain safety measures, for example smoke alarms, carbon monoxide alarms and regular electrical installation tests should be a legal requirement? It was agreed this was a sensible approach.
- e. should the existing licensing arrangements for the private rented sector have further restrictions introduced on their use by local authorities and if a new licensing scheme focusing on rogue landlords be introduced? It was felt no further restrictions are necessary on existing licensing arrangements and the licensing of rogue landlords would be difficult to administer.
- f. whether the methodology underpinning the Housing Health and Safety Rating System and guidance should be updated? It was agreed the existing operational guidance should be updated to reflect the latest health statistics.

1.3.3 A full description of the consultation and the response can be found at Annex 1.

1.4 Consultation on the Future of the Energy Company Obligation

1.4.1 On 5 March 2014 the Department of Energy & Climate Change (DECC) issued a consultation document on The Future of the Energy Company Obligation (ECO).

This followed the Government's announcements in December 2013 of proposals designed to reduce pressures on consumer utility bills.

- 1.4.2 The ECO and Green Deal programmes are designed to reduce carbon emissions from the domestic and non-domestic building stock. They also aim to improve energy efficiency in order to reduce bills and increase comfort for low income and vulnerable households on a long term, sustainable basis; thus reducing the risk of those households being in fuel poverty.
- 1.4.3 ECO was introduced in January 2013 and was the latest scheme to use energy supplier obligations to fund improvements.
- 1.4.4 The consultation is complex as ECO and Green Deal are complex areas of work, however the proposals are summarised as below:
- reducing certain targets, allowing over achievements against targets to be carried over, and to extend certain periods for targets to be achieved;
 - to allow a greater number of areas classified as lowest on the Index of Multiple Deprivation to be included for targeted measures;
 - to amend a number of the primary measures allowable under certain aspects of ECO;
 - to require a minimum level of solid wall insulation to be delivered by the end of March 2017;
 - to require all boiler replacements delivered under ECO to include a minimum warranty; and
 - to improve the transparency and availability of cost information relating to delivery of the ECO scheme.
- 1.4.5 As Members are aware, we were extremely disappointed with the effect on the ECO programme from the Government announcement as it has led to heavily reduced initiatives under the ECO programme being managed by the Kent & Medway Green Deal Partnership (K&MGDP).
- 1.4.6 The K&MGDP has responded as a whole to the consultation and Tonbridge & Malling B.C. fed into this process. The response was keen to highlight that being able to tackle the hard to treat properties such as those with solid walls and prioritising the vulnerable households to prevent fuel poverty must remain at the heart of the new revised ECO programme.
- 1.4.7 The K&MGDP continues to work together to plan for a future ECO programme even with the uncertainties that this area of work faces. Once a definitive way forward is decided a further update report will be provided to this Board.

1.5 Primary Care Community Link Service

- 1.5.1 The Primary Care Community Link Service run by homelessness charity Porchlight, was jointly commissioned by Kent Clinical Commissioning Groups, Kent County Council Families and Social Care (Adults) and Public Health last year (2013) to work alongside GP surgeries in reaching people who are making repeat visits to their GP because of low-level mental health issues.
- 1.5.2 The scheme recognises that people will sometimes visit their GP with what seems like a medical issue but is often linked to their circumstances at home such as debt, housing issues and isolation. The scheme aims to resolve issues to hopefully remove the need for medical intervention. This takes the pressure off GPs and in many cases can prevent someone's situation from deteriorating.
- 1.5.3 Intensive support built around the specific needs of the person is offered for up to eight weeks but in many cases just a few days of professional help is enough to make the difference.
- 1.5.4 The scheme aims to help 2,000 people a year with the service and encourages anyone who is visiting their GP because of depression, low self-esteem or because they are struggling with day-to-day life to contact them. The support is completely free, open to all adults living in Kent and can last for up to 8 weeks.
- 1.5.5 Professional support workers can provide help and advice in a range of areas including money, housing, education, training and volunteering, community involvement, health, drugs & alcohol and confidence.
- 1.5.6 GPs should be aware of the Primary Care Community Link Service or Porchlight can be contacted directly on 0800 567 7699 or via email on link@porchlight.org.uk.
- 1.5.7 We are aware that the support workers have made direct contact with a number of local GP surgeries to promote this service. Officers have met with the three support workers who are covering the Tonbridge & Malling B.C. area to offer advice and assistance. We will continue to keep in touch with the service and offer our support where we can.

1.6 Legal Implications

- 1.6.1 None arising from this report.

1.7 Financial and Value for Money Considerations

- 1.7.1 The West Kent Landlord partnership continues to be a cost-effective way of delivering landlord forums for West Kent landlords. The sharing of resources and workload

1.8 Risk Assessment

- 1.8.1 None arising from this report.

Background papers:

Nil

contact: Linda Hibbs/Hazel
Skinner

Steve Humphrey
Director of Planning, Housing and Environmental Health

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| | |
|------------------------------|--|
| Respondent | Kent CIEH Housing Technical Group |
| Consultation | Review of Property Conditions in the Private Rented Sector |
| Consultation End Date | 28 th March 2014 |

Relevant Background information:

N/A

Q1: In addition to the production of the Tenant's Charter, is there any further action that could be taken to raise awareness amongst tenants and landlords of their rights and responsibilities? Who needs to take this action?

Information could be provided at the back of the tenancy agreement in the form of an explanatory note in plain English to advise tenants and landlords of their rights and responsibilities. Similar information could be provided by local authorities to tenants applying for rent deposit schemes, Local Housing Allowance and the Department of Work and Pensions when it changes to Universal Credit.

To have one approved source of information, for example a website that is maintained and updated regularly that Local Authorities can signpost to.

Awareness could be raised through landlord accreditation and tenant accreditation schemes.

Q2: What is best practice in raising awareness amongst tenants of their right to seek help and advice from their council and how can this be shared between local authorities

As for Q1.

To have one trusted source of information, guidance and where best practice can be shared, for example something along the lines of the previous LACORS Housing group.

Q3: What is best practice in dealing with requests for help and advice from private sector tenants and how can this be shared between local authorities?

The local authority to have published service standards relating to responses to service requests and to how private sector housing officers will respond to service requests, for example as detailed in a customer charter for private sector housing enforcement. This could be provided to all those who make a service request for private sector housing related enquiries.

The local authority to put in place adequate resources to employ qualified and competent staff within private sector housing teams and recognise the important role these teams have in raising standards in the private rented sector.

To have one trusted source of information, guidance and where best practice can be shared, for example something along the lines of the previous LACORS Housing group.

Q4: Should the guidance for landlords be updated and widened to include information for tenants, to help them understand whether a property contains hazards?

| |
|--|
| Guidance should be updated and made simpler to ensure both parties understand the assessment criteria and process; and made available at the trusted source in Q3 above. |
| Q5: Do you think restrictions should be introduced on the ability of a landlord to issue or rely on a section 21 possession notice in circumstances where a property is in serious disrepair or needs major improvements? |
| If there are category 1 hazards present as assessed by a competent local authority officer using the Housing, Health and Safety Rating System (HHSRS) under the Housing Act 2004 and the tenant has no rent arrears then a restriction on the ability of a landlord to issue or rely on a section 21 notice should be put in place. |
| Q6: What would be an appropriate trigger point for introducing such a restriction? |
| Many local authorities prefer in the first instance to try and work with landlords informally to resolve any property condition concerns but the trigger point for Q5 would be the service of a formal Improvement Notice served under the Housing Act 2004. The restriction should remain in place during any appeal period. |
| Q7: How could we prevent spurious or vexatious complaints? |
| There is a risk that tenants may make spurious or vexatious complaints but this could be reduced by ensuring those local authority officers taking the enforcement action have been assessed and authorised by the local authority as being competent to do so. |
| Q8: Do you think Government should introduce Rent Repayment Orders where a landlord has been convicted of illegally evicting a tenant? |
| Yes, subject to the tenant having paid the rent for the defined period. |
| Q9: Should this be in addition to, or instead of, any damages the tenant may have received, or action taken by the local authority, for example a prohibition on renting out the property? |
| This should be in addition to any damages claimed by the tenant or action taken by the local authority. |
| Q10: Should a Rent Repayment Order be issued automatically where a landlord has illegally evicted a tenant? |
| Yes at the Magistrates Court on conviction of the landlord for illegal eviction. |
| Q11: Do you think a landlord should be subject to a Rent Repayment Order if they rent out a property that contains serious hazards? |
| Yes – where the local authority takes formal enforcement action for category 1 hazards as assessed using the HHSRS and the action is not complied with. The local authority could apply to the residential property tribunal (RPT) for a rent repayment order in this situation or alternatively the local authority could issue a fixed penalty notice as used for other offences, for example littering; and any appeal could go to the RPT. |
| Q12: What should the trigger point be? |
| As detailed in Q11. |
| Q13: Should a Rent Repayment Order be in addition to, or instead of, any damages that the tenant may also be awarded, or other action taken by the local authority, for example a prohibition on renting out the property? |
| This should be in addition to any damages the tenant may be awarded or other action taken by the local authority. |
| Q14: Is there a need to review the sanctions currently available to local authorities when dealing with less serious housing condition breaches? |
| Yes – to introduce Management Regulations that apply to all rented properties. To remove the section 239 requirement of the Housing Act 2004 to give a minimum of 24 hours notice of entry to the owner and occupants. To consider service of fixed penalty notices for non-compliance with Housing legislation. |

| |
|--|
| Q15: Should private sector landlords be required to install, and maintain, smoke alarms in their properties, or would a non-regulatory approach to encourage take-up be a better option. |
| All landlords should be required to install and maintain mains hardwired smoke alarms in their properties. |
| Q16: Should private sector landlords be required to install, and maintain, carbon monoxide alarms in their properties or would a non-regulatory approach be a better option? |
| The level of risk of carbon monoxide poisoning would not support a blanket requirement for all private sector landlords to install and maintain carbon monoxide alarms in their properties. It should be a requirement for high risk appliances, for example solid fuel heating. The Gas Safety (Installation and Use) Regulations could be updated to require carbon monoxide alarms to be fitted where high risk gas appliances are present and the presence of working alarms be included as part of the annual gas safety check. |
| Q17: Does the Landlord & Tenant Act 1985 cover the right areas, or should it be broadened to cover other issues? |
| |
| Q18: Do you think that the current approach strikes the right balance or should there be a statutory requirement on landlords to have electrical installations regularly checked? |
| As required under the Management of Houses in Multiple Occupation (England) Regulations 2006 the electrical installation in a house in multiple occupation (HMO) is required to be tested every five years. This requirement should be widened to all landlords' not just HMO landlords. As for the gas safety annual check the tenants should be provided with a copy of the latest electrical test. |
| Q19: How effective is voluntary accreditation as a way of driving up standards? |
| Voluntary accreditation helps to improve standards with the already compliant landlords but it is not an effective tool to tackle rogue landlords, particularly in those areas where there is high demand and lack of affordable private rented accommodation. |
| Q20: Should we consider introducing tighter restrictions on the use of selective licensing to avoid putting unnecessary burdens on good landlords? |
| There is no need to tighten the restrictions on the use of selective licensing but the legislation could revert back to the Secretary of State authorising the selective licensing scheme. |
| Q21: Should we consider introducing an approach which would enable local authorities to focus any licensing scheme solely on rogue landlords? |
| This would be difficult to administer as the rogue landlord is unlikely to meet the 'fit and proper' person test required for licensing. An alternative may be to widen the criteria for selective licensing to include a third criteria, namely where there is a high density of poor condition private rented housing in a particular area. |
| Q22: Should the relevant provisions of the Greater London Powers Act 1973 be reviewed or updated, does London need separate rules from the rest of England, and what comments would you have on how regulations could better support and reflect modern technology? |
| |
| Q23: Do you think the methodology that underpins the Housing Health and Safety Rating System and/or the accompanying operational guidance need to be updated? |
| The accompanying operational guidance needs to be updated to reflect latest health statistics as it hasn't been updated since originally issued. |
| Conclusion – alternative suggestions: |

In an ideal world to only pay Local Housing Allowance to those tenants where the property meets the Decent Homes Standard but in reality this may make it difficult for vulnerable tenants to access private sector housing. It will also be difficult to administer with the change to Universal Credit as will no longer be the local authority.

As is the case for Energy Performance Certificates the gas safety certificate could be held in a central database, for example by Gas Safe that can easily be accessible.

TONBRIDGE & MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

19 May 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 STRATEGY AND ENABLING UPDATE

Summary

This report updates Members on the progress being made by the Council's Registered Provider (RP) Partners in providing new affordable housing in the Borough and summarises the programmes for 2012/13 to 2014/15. The report goes on to describe the progress on various housing strategy initiatives.

- 1.1.1 The effective negotiation, planning and delivery of affordable housing forms one of the key priorities of the Council and an area of significant activity for the housing and planning services. Allied to this is the need to track and monitor the progress of RPs in delivering new schemes. Failure to secure a steady supply of new homes has a direct knock-on effect on the levels of homeless households placed in temporary accommodation or bed and breakfast. Members will be aware that the Council is under a duty not to house homeless families with children in bed and breakfast except in an emergency and then for a period not exceeding six weeks.
- 1.1.2 While we work with our partners to plan and ensure timely delivery of new housing, the Council also has a role to play in facilitating progress and in tracking performance. This is important to ensure that any difficulties arising on new schemes are highlighted early on and corrective action taken.
- 1.1.3 Set out at **[Annex 1]** is a monitoring spreadsheet showing the completed schemes in the year to date and the development programme to 2014/15. The table identifies:
- the scheme address;
 - RP Partner;
 - start on site (SoS);
 - total number of units to be provided (rent and/or shared ownership);

- detailed split of rent and shared ownership units;
- expected date of completion; and
- information on progress.

1.1.4 Members should be aware that details on some schemes may alter where planning permission has yet to be secured and some may not proceed. The number of units to be provided is therefore an indicative figure for strategic planning purposes, pending confirmation of final scheme details. As new schemes come forward these will be also be added to the schedule.

1.2 Affordable Housing Scheme Updates

1.2.1 Members will be pleased to note that through our Registered Provider Partners the Council delivered over 200 new affordable homes for the 2013-14 period, 86 for shared ownership and 130 for affordable and social rent. This is approximately double the number of affordable homes from the previous, when the Council exceeded a very respectable 100 new homes.

1.2.2 The Pinnacles scheme in Tonbridge delivered through Circle Housing Russet has now been completed, with the housing association having a formal launch event for local Members and other stakeholders in early May. Members will be reassured to know that the additional shared ownership homes were successfully marketed, with the scheme being very well received by those looking to take their first step onto the housing ladder.

1.2.3 The Cannon Lane (Crab Apple) development through Moat and Wards that contains 40 affordable flats remains delayed. The developer and housing association continue to be in constant dialogue with the Council, with the affordable flats hopefully being ready for occupation in early summer this year.

1.3 Coldharbour Gypsy & Traveller Scheme

1.3.1 The final stages are being completed at the ongoing project between Kent County Council and the Borough Council in refurbishing and enlarging the existing eight pitch Coldharbour Gypsy and Traveller site in Aylesford.

1.3.2 The site's acoustic barrier along the northern perimeter is being installed, and should be finalised by early May. All other landscaping and related construction matters are concluded, with twenty five of the twenty six pitches occupied with the last one being resolved at the time of writing this paper.

1.3.3 Kent County Council's Gypsy & Traveller Unit's site manager's report that the completed twenty six pitch Coldharbour site has is functioning very well, and the fresh community has excellent internal relationships between new and existing households that are continuing to blossom.

1.4 Changes to The Help To Buy Agent

- 1.4.1 Members will be aware that since 2006 Moat have been the Help To Buy Agent (previously Homebuy Agent) for Tonbridge & Malling and the South East. The Homes and Communities Agency (HCA) has re-tendered the Help to Buy Agency service, and Members will be disappointed to learn that as a result of this OJEU competition Moat's role ended on 31 March 2014.
- 1.4.2 As of April the service transfers to Bedfordshire Pilgrims Housing Association (BPHA) for the East and South East. The Council would like to take this opportunity to thank Moat for their service in this role, and recognise that they have played a strong part in helping to shape and develop the service into one that has benefited Tonbridge & Malling and allowed the shared ownership tenures to assist meeting our strategic housing needs.
- 1.4.3 Moat will continue to build and market their own shared ownership homes, and all other aspects of their operation as a Registered Provider remain unchanged.
- 1.4.4 The sudden transition to BPHA was unexpected and a surprise to officers around Kent. At this early juncture it is hard to fully understand all the implications of losing Moat as our local Agent, and the impacts if any, for the Council's adopted Protocol with the previous Help To Buy Agent in relation to eligibility criteria for such homes within the borough. The latest version of this Protocol was revised and subsequently endorsed by Members at this Board last July.
- 1.4.5 Officers have written to BPHA to welcome them to their new role, and also introduce the borough by clearly outlining our expectations as to how shared ownership properties are marketed within Tonbridge & Malling.
- 1.4.6 There is some welcome news in that the Help to Buy Relationships Manager who worked at Moat for many years has been typed to BPHA and will be working across the Kent, Sussex and Surrey area. This will retain a degree of local knowledge and continuity from our many years of working with the previous Help To Buy Agent.
- 1.4.7 At this moment BPHA are unable to provide the quarterly reports for Tonbridge & Malling relating to the numbers of enquires and sales of the various Help To Buy products and initiatives, as has been enjoyed in previous versions of this paper to this Board. This is because it is uncertain at this time whether the historic databases held by Moat that show local performance data will be transferred to BPHA in any meaningful way to allow these reports to be actioned as before.
- 1.4.8 Progress on the dialogue with BPHA across all matters relating to their new role within the borough will be reported to Members through subsequent papers to this Board.

1.5 Legal Implications

- 1.5.1 The Council needs to secure a sufficient supply of affordable housing to meet its statutory duties.

1.6 Financial and Value for Money Considerations

- 1.6.1 The Affordable Housing Programme (AHP) is the means by which public subsidy is secured for the delivery of affordable housing. RPs must adhere to strict value for money and design considerations imposed by the HCA.

1.7 Risk Assessment

- 1.7.1 Failure to secure sufficient investment in affordable housing could mean that the Council is unable to deliver its local strategic housing priorities and meet its statutory obligations to the homeless and others in housing need resulting in unacceptable financial and reputational risk.

Background papers:

contact: Chris Knowles

Nil

Steve Humphrey

Director of Planning, Housing and Environmental Health

TONBRIDGE AND MALLING BOROUGH COUNCIL: AFFORDABLE HOUSING DEVELOPMENT PROGRAMME 2012/13

| SCHEME DETAILS | | AFFORDABLE HOUSING UNITS | | | | | | | | | | | DELIVERY TIMETABLE | | |
|------------------------|------------------|--------------------------|-------|-------|-------|---------|-------|--------|-------|-------|---------|-------|--------------------|--------------------|-------------------------|
| Address | RSL | Tenure | Flats | | | M'nette | | Houses | | | B'galow | | Total Units | Start on site date | Planned completion date |
| | | | 1 bed | 2 bed | 3 Bed | 1 bed | 2 bed | 1 bed | 2 bed | 3 bed | 4+ bed | 1 bed | | | |
| Leybourne Grange | Russet Homes | Affordable Rent | | | | | | | | | | | 15 | Feb-11 | Oct-12 |
| | | Shared Ownership | | | | | | | | | | | 2 | | |
| Holborough Valley | Southern Housing | Social Rent | 27 | 39 | 5 | | | | | | 14 | | 85 | Apr-11 | Jun-12 |
| | | Shared Ownership | | | | | | | | | | | | | |
| SomerHill Garages Site | Russet Homes | Affordable Rent | | | | | | | | | | 6 | 6 | Mar-12 | Mar-13 |
| | | Shared Ownership | | | | | | | | | | | | | |
| TOTALS 12/13 | | | | | | | | | | | | | 108 | | |

TONBRIDGE AND MALLING BOROUGH COUNCIL: AFFORDABLE HOUSING DEVELOPMENT PROGRAMME 2013/14

| SCHEME DETAILS | | AFFORDABLE HOUSING UNITS | | | | | | | | | | | | DELIVERY TIMETABLE | | | |
|------------------------------------|---------------------|--------------------------|-----------|-----------|----------|----------|----------|----------|----------|-----------|-----------|----------|----------|--------------------|--------------------|-------------------------|--------|
| Address | RSL | Tenure | Flats | | | M'nette | | | Houses | | | B'galow | | Total Units | Start on site date | Planned completion date | |
| | | | 1 bed | 2 bed | 3 Bed | 1 bed | 2 bed | 1 bed | 2 bed | 3 bed | 4+bed | 1 bed | 2 bed | | | | |
| Court Lodge Wrotham | Russet Homes | Shared Ownership | | 3 | | | | | | | | | | | 3 | Jan-12 | Sep-13 |
| Coldharbour | KCC | Affordable Rent | | | | | | | | 18 | | | | | 18 | May-12 | Dec-13 |
| | | Shared Ownership | | | | | | | | | | | | | | | |
| Ashby's Yard | Town & Country HGrp | Affordable Rent | 15 | 40 | 5 | | | | | | | | | | 60 | Mar-11 | Oct-13 |
| | | Shared Ownership | 11 | 21 | | | | | | | | | | | 32 | | |
| TGGS | WKHA | Affordable Rent | 6 | 8 | | | | | | 8 | | | | | 22 | Oct-11 | Jan-14 |
| | | Shared Ownership | 3 | 4 | | | | | | | | | | | 7 | | |
| Leybourne Grange Phase 2 Continued | Russet Homes | Affordable Rent | 3 | 6 | | | | | | 5 | | | | | 14 | Apr-13 | Mar-14 |
| | | Shared Ownership | | 6 | | | | | | 6 | 2 | | | | 14 | | |
| The Red House | Moat | Affordable Rent | | | | | | | | 7 | | | | | 7 | Aug-12 | Jun-13 |
| | | Shared Ownership | | | | | | | | 7 | | | | | 7 | | |
| K College | WKHA | Affordable Rent | | | | | | | | 4 | 3 | | | | 7 | Jan-13 | Jan-14 |
| | | Shared Ownership | | 2 | | | | | | | | | | | 2 | | |
| Grange Road | Russet Homes | Shared Ownership | | | | | | | | 1 | 2 | | | | 3 | Aug-12 | Jun-13 |
| The Pinnacles | Russet | Social Rent | | | | | | | | 2 | | | | | 2 | Jun-12 | Mar-14 |
| | | Shared Ownership | | 6 | | | | | | 12 | | | | | 18 | | |
| TOTALS 13/14 | | | 38 | 96 | 5 | 0 | 0 | 0 | 0 | 28 | 49 | 0 | 0 | 0 | 216 | | |

TONBRIDGE AND MALLING BOROUGH COUNCIL: AFFORDABLE HOUSING DEVELOPMENT PROGRAMME 2014/15

| SCHEME DETAILS | | AFFORDABLE HOUSING UNITS | | | | | | | | | | | | DELIVERY TIMETABLE | | |
|-------------------------------|-----------------|--------------------------|-----------|-----------|----------|----------|----------|----------|-----------|-----------|-----------|----------|----------|--------------------|--------------------|-------------------------|
| Address | RSL | Tenure | Flats | | | M'nette | | | Houses | | | B'galow | | Total Units | Start on site date | Planned completion date |
| | | | 1 bed | 2 bed | 3 Bed | 1 bed | 2 bed | 1 bed | 2 bed | 3 bed | 4+bed | 1 bed | 2 bed | | | |
| Isles Quarry | Russet Homes | Affordable Rent | | 13 | | | | | 2 | 16 | 6 | | | 37 | May-13 | Mar-15 |
| | | Shared Ownership | | 6 | | | | | 1 | 8 | | | | 15 | | |
| Isles Quarry | Crest Nicholson | Affordable Rent | | | | | | | | | | | | | May-13 | Mar-15 |
| | | Shared Equity | | 12 | | | | | 6 | | | | | 18 | | |
| Cannon Lane | Moat | Affordable Rent | 12 | 13 | | | | | | | | | | 25 | Apr-13 | May-14 |
| | | Shared Ownership | 4 | 11 | | | | | | | | | | 15 | | |
| Scott Road Scheme | Russet Homes | Affordable Rent | | | | | | 4 | 2 | | | | 6 | Aug-13 | Sep-14 | |
| | | Shared Ownership | | 8 | | | | | | | | | 8 | | | |
| Marvillion Court Regeneration | Russet Homes | Affordable Rent | | 4 | | | | 1 | 2 | | | | 7 | Jan-13 | Dec-14 | |
| | | Shared Ownership | | | | | | 1 | 8 | | | | 9 | | | |
| Fen Wind Road | Russet Homes | Affordable Rent | | | | | | | 2 | | | | 2 | Jan-13 | Apr-14 | |
| | | Shared Ownership | | | | | | | 5 | | | | 5 | | | |
| Carleton Close | Russet Homes | Shared Ownership | | | | | | | 2 | | | | 2 | Sep-13 | Dec-14 | |
| Twisden Road | Russet Homes | Affordable Rent | | | | | | 5 | | | | | 5 | Feb-13 | Dec-14 | |
| Lavender Road | Russet Homes | Affordable Rent | | 4 | | | | | | | | | 4 | Feb-13 | Dec-14 | |
| Winterfield Phase 1 | Russet Homes | Affordable Rent | | | | | | | 4 | 2 | 4 | | 10 | Feb-13 | Mar-15 | |
| | | Shared Ownership | | | | | | | 4 | 2 | | | 6 | | | |
| Winterfield Phase 2 | Russet Homes | Affordable Rent | 9 | 8 | | | | | | 2 | | | 19 | Feb-13 | Mar-15 | |
| | | Shared Ownership | 2 | 14 | | | | | 2 | | | | 18 | | | |
| The Mound, Hadlow | Sanctuary | Affordable Rent | | | | | | 2 | 1 | | | | 3 | May-14 | Mar-15 | |
| | | Shared Ownership | | | | | | | | | | | | | | |
| Shrubshall Meadow, Plaxtol | Moat | Affordable Rent | | | | | 2 | 1 | | | | | 3 | May-13 | Mar-15 | |
| | | Shared Ownership | | | | | | 3 | 1 | | | | 4 | | | |
| TOTALS 14/15 | | | 27 | 93 | 0 | 0 | 0 | 2 | 30 | 55 | 10 | 4 | 0 | 221 | | |

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TONBRIDGE & MALLING BOROUGH COUNCIL

STRATEGIC HOUSING ADVISORY BOARD

19 May 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Information

1 HOUSING NEEDS UPDATE

Summary

The Council's Housing Options team continues to promote the prevention of homelessness and address the housing needs of local residents. The number of households seeking advice and/or applying to the Housing Register for social housing has remained significantly high as a result of the economic downturn.

1.1 The following tables demonstrate the numbers of customers seen by the Housing Options Team during the last financial year either in person at the Gateway, Tonbridge Castle or the Council offices at Kings Hill or via the telephone advice service. Members will note that the majority of our customers make contact for advice to help them keep their homes or to find alternative accommodation as shown in the table directly below. Further on the tables illustrate the number of customers who are homeless and for whom emergency accommodation needs to be secured and finally the numbers of customers who have been assisted financially to secure accommodation through the Councils Rent Deposit Scheme.

1.2 Members will note that numbers remain stable throughout the year although there is a noticeable drop in December which is expected during the Christmas period.

1.3 Housing options and prevention of homelessness

| Month | Contact Made | Advice Only | Prevented | Relieved | Open |
|------------|--------------|-------------|-----------|----------|------|
| April 2013 | 69 | 14 | 2 | 0 | 53 |
| May 2013 | 55 | 6 | 6 | 0 | 48 |
| June 2013 | 50 | 7 | 6 | 0 | 44 |
| July 2013 | 109 | 78 | 12 | 3 | 16 |
| Aug 2013 | 80 | 48 | 6 | 2 | 24 |
| Sept 2013 | 57 | 22 | 3 | 1 | 31 |
| Oct 2013 | 58 | 35 | 15 | 0 | 15 |
| Nov 2013 | 57 | 23 | 21 | 0 | 22 |
| Dec 2013 | 28 | 5 | 16 | 0 | 23 |
| Jan 2014 | 65 | 41 | 13 | 0 | 9 |
| Feb 2014 | 77 | 40 | 5 | 0 | 30 |

| | | | | | |
|--------------|------------|------------|------------|----------|----|
| Mar 2014 | 61 | 30 | 3 | 0 | 25 |
| TOTAL | 766 | 349 | 108 | 6 | |

1.4 Homeless Applications

| Month | New homeless applications | Duty to house accepted | Duty to house rejected | Average No of days to process applications |
|--------------|---------------------------|------------------------|------------------------|--|
| April 2013 | 4 | 0 | 4 | 14 |
| May 2013 | 2 | 2 | 3 | 16 |
| June 2013 | 2 | 2 | 0 | 24 |
| July 2013 | 3 | 0 | 2 | 23 |
| Aug 2013 | 1 | 4 | 3 | 25 |
| Sept 2013 | 2 | 1 | 3 | 15 |
| Oct 2013 | 4 | 3 | 1 | 16 |
| Nov 2013 | 2 | 0 | 2 | 22 |
| Dec 2013 | 0 | 0 | 1 | 4 |
| Jan 2014 | 6 | 5 | 4 | 23 |
| Feb 2014 | 6 | 1 | 0 | 17 |
| Mar 2014 | 3 | 4 | 4 | 23 |
| TOTAL | 35 | 22 | 27 | |

- 1.4.1 As can be seen from the table above, the number of homeless applications remains low. The applications listed in columns three and four are not necessarily the same as those in column two. This is because a decision on a homelessness application may not be reached during the same calendar month as it was made.

1.5 Temporary accommodation

- 1.5.1 The following table gives the numbers of households living in temporary accommodation at the end of each month. It will be noted that the number of homeless households living in temporary accommodation has remained stable throughout the year.

| Date | Number in self contained Temporary Accommodation (AST) | Number in self contained Temporary Accommodation (nightly paid) | Number in traditional Bed & Breakfast | Total |
|----------|--|---|---------------------------------------|-------|
| 30.04.13 | 4 | 9 | 13 | 26 |
| 31.05.13 | 4 | 4 | 8 | 16 |
| 30.06.13 | 4 | 3 | 7 | 14 |
| 31.07.13 | 3 | 10 | 0 | 13 |
| 31.08.13 | 3 | 8 | 0 | 11 |
| 30.09.13 | 3 | 6 | 0 | 9 |

| | | | | |
|----------|---|----|---|----|
| 31.10.13 | 3 | 11 | 0 | 14 |
| 30.11.13 | 3 | 7 | 0 | 10 |
| 31.12.13 | 3 | 4 | 0 | 7 |
| 31.01.14 | 3 | 6 | 0 | 9 |
| 28.02.14 | 3 | 10 | 0 | 13 |
| 31.03.14 | 3 | 11 | 0 | 14 |

1.6 Rent Deposit Scheme

- 1.6.1 There is an enormous amount of work involved in securing private rented properties for households. The number of successful tenancies arranged and reported below can be considered to be a real achievement. Options Officers often become involved in lengthy negotiations with private landlords who might initially be reluctant to work with households who are on a low income.

| Month | Number of Loans approved | Bonds | Customers assisted into a private rented property without a deposit loan or bond | Total |
|--------------|--------------------------|----------|--|-----------|
| April 2013 | 2 | 3 | 4 | 9 |
| May 2013 | 2 | 0 | 3 | 5 |
| June 2013 | 2 | 0 | 1 | 3 |
| July 2013 | 1 | 1 | 0 | 2 |
| Aug 2013 | 5 | 1 | 3 | 9 |
| Sept 2013 | 3 | 1 | 1 | 5 |
| Oct 2013 | 4 | 1 | 2 | 7 |
| Nov 2013 | 1 | 1 | 3 | 5 |
| Dec 2013 | 10 | 0 | 4 | 14 |
| Jan 2014 | 2 | 1 | 4 | 7 |
| Feb 2014 | 2 | 0 | 4 | 6 |
| Mar 2014 | 2 | 0 | 2 | 4 |
| TOTAL | 36 | 9 | 31 | 76 |

1.7 Private Rented Sector Offer (PRSO)

- 1.7.1 We remain committed to discharging our duty to homeless households by an offer of accommodation in the private rented sector. This is proving more challenging than our initial success indicated with the regular supply of private landlords willing to work with us seemingly being on the decline. We have completed six offers and are near completion of our seventh, with the number of households currently awaiting offers increasing.

1.8 Out of Hours

- 1.8.1 On 1 April 2014, the Housing Needs Team took over the responsibility of delivering an Out of Hours Service for homeless customers in the Borough. Seven Officers will work on a rota system to deliver this emergency response

service from five pm to eleven pm weekdays and eight am until eleven pm during weekends and bank holidays.

1.9 Domestic Violence One Stop Shop

- 1.9.1 Tonbridge and Malling Borough Council's Crime and Disorder Reduction team working in partnership with Kent Domestic Abuse Consortium and Circle Russet are piloting a weekly One Stop Shop for victims of domestic abuse. The One Stop Shop is being held each Wednesday morning at New Wharf, Tonbridge. It is hoped that victims who would not normally ask for help will find this service more accessible. The One Stop Shop will offer specialist advice and support to help victims improve their situations. The Housing Options Team will be in attendance to give housing options advice to those who may want to escape an abusive relationship or be offered measures to ensure they can remain safe in their homes.

1.10 The Anti-Social Behaviour, Crime and Policing Act 2014.

- 1.10.1 The Anti-Social Behaviour, Crime and Policing Act 2014 received Royal Assent on 13 March 2014. The act aims to introduce simpler and more effective powers to tackle anti-social behaviour to provide better protection for victims and communities. The new community trigger and community remedy will empower victims and communities giving them a greater say in how agencies respond to complaints. A significant change to the current Law means that perpetrators of Anti-Social Behaviour will be given Injunctions instead of the current 'ASBO', which has in some communities become ineffective in tackling issues.

1.11 Clare's Law

- 1.11.1 On 8 March 2014, a scheme allowing the police to disclose detail of an abusive partner's past came in to force. The scheme, which will be known as Clare's Law, is designed to provide victims with information about a new partner's history of domestic abuse or violent acts.
- 1.11.2 The issue of disclosing information about an individual's history of domestic violence to a new partner was highlighted following the murder of Clare Wood by her former partner in Greater Manchester in 2009. The domestic violence disclosure scheme, also known as "Clare's Law", allows the police to disclose to individuals details of their partners' abusive pasts where this may protect someone from further violence.
- 1.11.3 Alongside the disclosure scheme, police and magistrates in England and Wales can now issue domestic violence protection orders (DVPOs). These can be issued where there is insufficient evidence to charge a perpetrator, and can prevent the perpetrator from returning to a residence and having contact with the victim for up to 28 days, allowing the victim some time to consider their options, with the help of a support agency.

1.12 Housing Register

1.12.1 The table below shows the number of applicants joining and leaving the housing register, including home seekers (those applying for their first social tenancy) and transfers (existing social tenants applying for a move).

| Month | Applications Received | Applications Cancelled | Number on Housing Register |
|---------------|-----------------------|------------------------|----------------------------|
| January 2014 | 149 | 633 | 1001 (382 Transfers) |
| February 2014 | 140 | 65 | 1030 (385 Transfers) |
| March 2014 | 145 | 86 | 1037 (376 Transfers) |
| TOTAL | 434 | 784 | |

1.12.2 The following table gives the breakdown of applicants who have been housed through Choice Based Lettings:

| Month | Home seekers | Transfers | Total |
|----------------|--------------|------------|-------|
| April 2013 | 16 (59%) | 11(41%) | 27 |
| May 2013 | 23 (66%) | 12 (34%) | 35 |
| June 2013 | 13 (59%) | 9 (41%) | 22 |
| July 2013 | 25 (62.5%) | 15 (37.5%) | 40 |
| August 2013 | 25 (56%) | 20 (44%) | 45 |
| September 2013 | 25 (83%) | 5 (17%) | 30 |
| October 2013 | 34 (68%) | 16 (32%) | 50 |
| November 2013 | 80 (83%) | 16 (17%) | 96 |
| December 2013 | 15 (60%) | 10 (40%) | 25 |
| January 2014 | 23 (72%) | 9 (28%) | 32 |
| February 2014 | 18 (56%) | 14 (44%) | 32 |
| March 2014 | 29 (62%) | 18 (38%) | 47 |

1.13 Choice Based Lettings

1.13.1 Swale Borough Council and Amicus Horizon have been piloting daily bidding since 12 February 2014. They have reported to the Homechoice Operational Sub Group on 14 March 2014 that approximately forty properties were advertised during the first month. On average, these properties were each advertised for five days.

1.13.2 There will be an evaluation meeting of partners scheduled for June 2014. Rolling out daily bidding will depend on the evaluation outcomes and whether the Project Board agree to the additional funding required for other members to use it.

1.14 Legal Implications

1.14.1 Non arising from this report

1.15 Financial and Value for Money Considerations

1.15.1 None arising from this report

1.16 Risk Assessment

1.16.1 None arising from this report

Background papers:

Nil

contact: Jane Smither
Jason Wheble

Steve Humphrey
Director of Planning, Housing and environmental Health